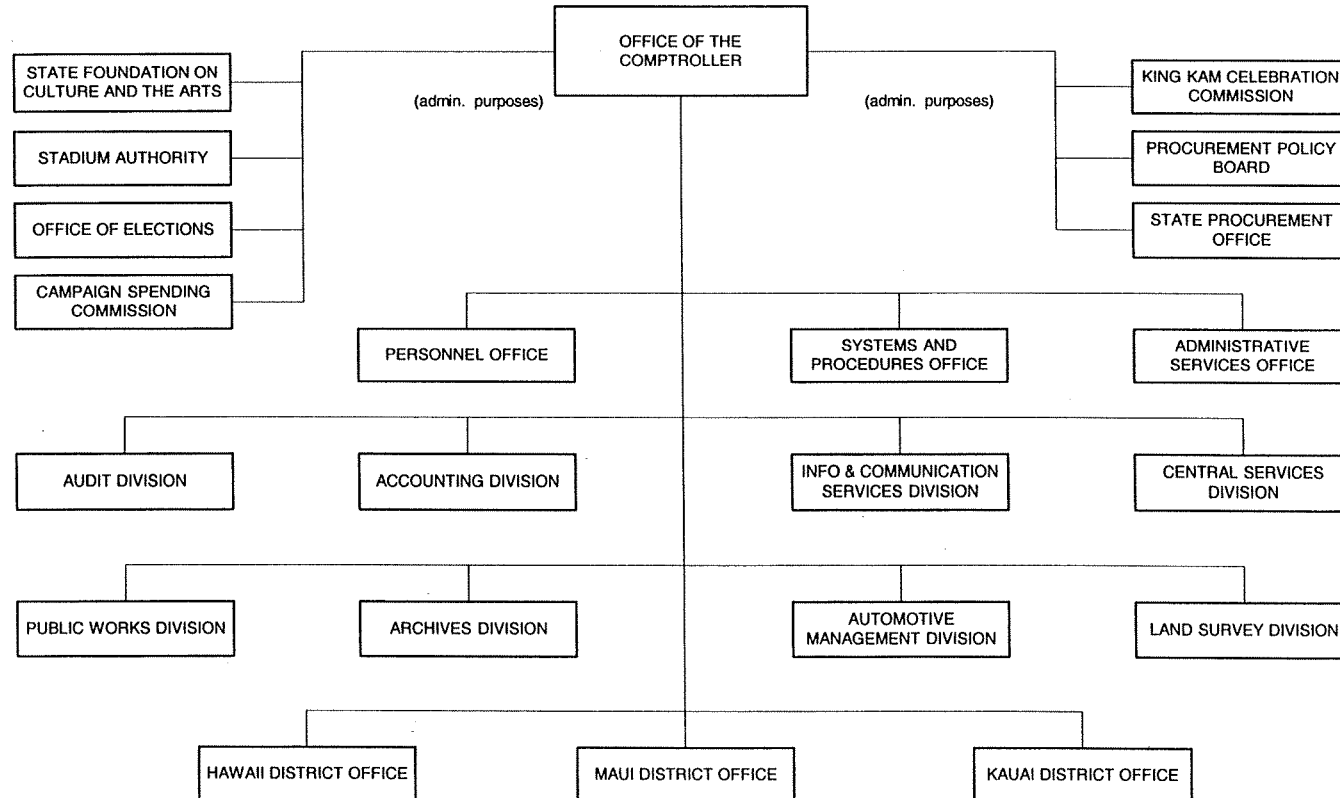


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Department of Accounting and General Services

**STATE OF HAWAII
DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES
PLAN OF ORGANIZATION**



DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES

MAJOR FUNCTIONS

- Maintains the State's accounting systems; records the State's financial transactions; verifies expenditures before payments; audits fiscal records of State agencies
- Coordinates and directs engineering, architectural, office leasing, and centralized services that include public building and school repair and maintenance, custodial services, and grounds maintenance
- Administers the statewide information processing and telecommunication services and programs
- Performs land survey work for government agencies
- Preserves government records and historical material
- Administers the State's risk management activities
- Manages the State's motor pool and parking activities
- Coordinates procurement activities under Chapter 103D and 103F, HRS
- Manages and operates Aloha Stadium; guides and promotes culture, the arts, history and humanities
- Directs the statewide elections systems; insures full disclosure of campaign contributions and expenditures

MAJOR PROGRAM AREAS

The Department of Accounting and General Services has programs in the following major program areas:

Formal Education

AGS 807 Physical Plant Operations & Maintenance

Culture and Recreation

AGS 818 Ethnic Group Presentations

AGS 881 Performing and Visual Arts Events

AGS 889 Spectator Events and Shows – Aloha Stadium

Government-Wide Support

AGS 101 Acct System Development and Maintenance

AGS 102 Expenditure Examination

AGS 103 Recording and Reporting

AGS 104 Internal Post Audit

AGS 111 Records Management

AGS 131 Information Processing Services

AGS 203 Risk Management

AGS 211 Land Survey

AGS 221 Construction

AGS 223 Office Leasing

AGS 231 Custodial Services

AGS 232 Grounds Maintenance

AGS 233 Building Repairs and Alterations

AGS 240 State Procurement

AGS 244 Surplus Property Management

AGS 251 Motor Pool

AGS 252 Parking Control

AGS 871 Campaign Spending Commission

AGS 879 Office of Elections

AGS 891 Wireless Enhanced 911 Board

AGS 901 General Administrative Services

DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES

Department Summary

Mission Statement

To provide the physical, financial, and technical infrastructure to support state departments and agencies in accomplishing their missions.

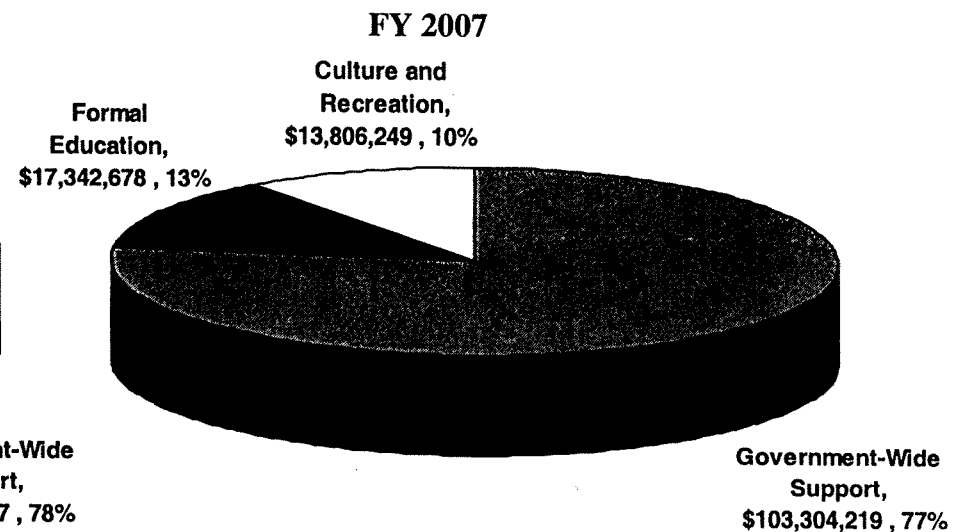
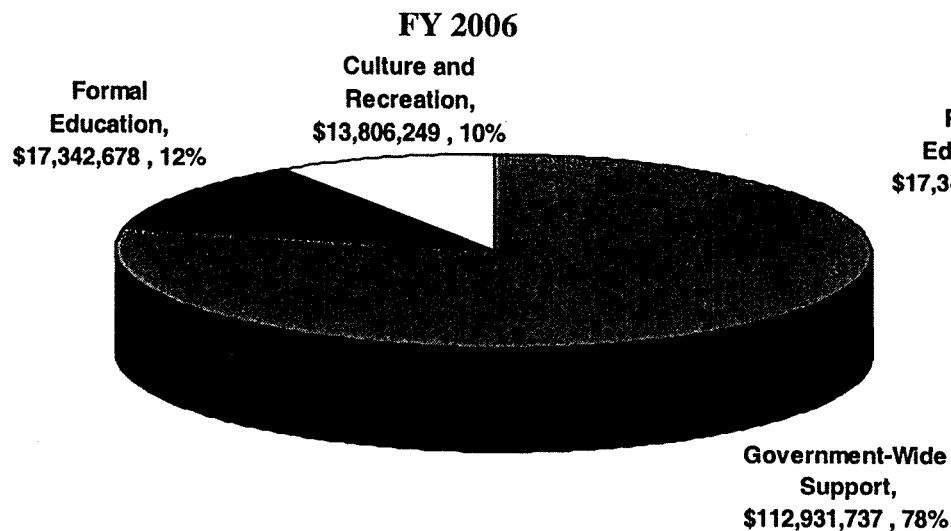
Department Goals

To strive for quality and consistency in the delivery of essential support services to other state departments and agencies. The department's activities reflect a continuing commitment towards cost efficiency, productivity, relevancy and timeliness of services.

Significant Measures of Effectiveness

	FY 2006	FY 2007
1. Average in-house time to process payments to vendors (days)	5	5
2. Percentage of production jobs run on schedule	99	99
3. Average cost of non-user change orders as a percentage of average actual construction cost	3	3

FB 2005-2007 Budget by Major Program



Department of Accounting and General Services
(Operating Budget)

		<u>FY 2005 Allocation</u>	<u>FY 2006</u>	<u>FY 2007</u>
Funding Sources:	Positions	813.00	819.00	819.00
General Fund	\$	71,385,542	77,278,313	78,802,107
		51.50	51.50	51.50
Special Funds		10,950,909	18,173,291	18,173,291
		1.00	1.00	1.00
Federal Funds		751,800	1,378,158	1,378,158
		4.00	4.00	4.00
Trust Funds		4,430,630	434,538	4,463,226
		34.00	34.00	34.00
Interdepartmental Transfers		8,916,857	8,917,871	8,917,871
		44.00	44.00	44.00
Revolving Funds		21,379,845	37,898,493	22,718,493
		947.50	953.50	953.50
Total Requirements		<u>117,815,583</u>	<u>144,080,664</u>	<u>134,453,146</u>

Highlights of the Executive Biennium Budget Request:

1. Added general funds of \$1,399,104 for FY 06 and \$2,894,104 for FY 07 for IT support.
2. Added \$3,000,000 in general funds each year for increased electricity costs in public buildings.
3. Provided revolving funds of \$16,000,000 for FY 06 and \$1,000,000 for FY 07 for insurance reimbursements for flood damages at University of Hawaii, and other property damages.
4. Added \$7,000,000 in special funds each year to allow for expenditure of funds from the Wireless Enhanced 911 fund, created by Act 159/04, to reimburse public safety answering points and wireless carriers for enhancements to identify and locate wireless 911 callers.
5. Added \$625,000 in federal funds each year to allow for expenditure of grant funds from the Department of Human Services to assist needy families in arts and cultural programming.

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM ID:

PROGRAM STRUCTURE NO.

PROGRAM TITLE: DEPARTMENT OF ACCOUNTING AND GENERAL SER

PROGRAM EXPENDITURES	-----IN DOLLARS-----				-----IN THOUSANDS-----			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
CURRENT LEASE PAYMENTS								
OTHER CURRENT EXPENSES	5,733,350	5,778,800	5,792,698	7,602,698	7,603	7,603	7,603	7,603
TOTAL CURRENT LEASE PAYMENTS C	5,733,350	5,778,800	5,792,698	7,602,698	7,603	7,603	7,603	7,603
BY MEANS OF FINANCING								
GENERAL FUND	5,733,350	5,778,800	5,792,698	7,602,698	7,603	7,603	7,603	7,603
OPERATING COST	963.50*	947.50*	953.50*	953.50*	953.5*	953.5*	953.5*	953.5*
PERSONAL SERVICES	39,452,823	42,430,250	44,388,211	45,387,095	44,388	45,387	44,388	45,387
OTHER CURRENT EXPENSES	62,833,435	67,351,763	90,260,856	78,139,454	75,084	78,142	75,084	78,142
EQUIPMENT	3,206,150	1,118,764	1,284,499	969,499	968	968	968	968
MOTOR VEHICLE	2,145,704	2,354,400	2,354,400	2,354,400	2,354	2,354	2,354	2,354
TOTAL OPERATING COST	107,638,112	113,255,177	138,287,966	126,850,448	122,794	126,851	122,794	126,851
BY MEANS OF FINANCING								
GENERAL FUND	832.00*	813.00*	819.00*	819.00*	819.0*	819.0*	819.0*	819.0*
	71,859,319	66,825,136	71,485,615	71,199,409	71,172	71,200	71,172	71,200
	48.50*	51.50*	51.50*	51.50*	51.5*	51.5*	51.5*	51.5*
SPECIAL FUND	8,695,581	10,950,909	18,173,291	18,173,291	18,174	18,174	18,174	18,174
	*	1.00*	1.00*	1.00*	1.0*	1.0*	1.0*	1.0*
OTHER FED. FUNDS	584,632	751,800	1,378,158	1,378,158	1,378	1,378	1,378	1,378
	4.00*	4.00*	4.00*	4.00*	4.0*	4.0*	4.0*	4.0*
TRUST FUNDS	404,688	4,430,630	434,538	4,463,226	434	4,463	434	4,463
	34.00*	34.00*	34.00*	34.00*	34.0*	34.0*	34.0*	34.0*
INTERDEPT. TRANSFER	8,015,010	8,916,857	8,917,871	8,917,871	8,917	8,917	8,917	8,917
	45.00*	44.00*	44.00*	44.00*	44.0*	44.0*	44.0*	44.0*
REVOLVING FUND	18,078,882	21,379,845	37,898,493	22,718,493	22,719	22,719	22,719	22,719
CAPITAL IMPROVEMENT COSTS								
PLANS	7,517,000	7,847,000	8,697,000	8,497,000				
LAND ACQUISITION	1,000	51,000	177,000	2,000				
DESIGN	7,225,000	25,885,000	2,034,000	1,322,000				
CONSTRUCTION	52,676,000	58,626,000	9,576,000	15,861,000				
EQUIPMENT	2,548,000	281,000	806,000	1,043,000				

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM ID:

PROGRAM STRUCTURE NO.

PROGRAM TITLE: DEPARTMENT OF ACCOUNTING AND GENERAL SER

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
TOTAL CAPITAL EXPENDITURES	69,967,000	92,690,000	21,290,000	26,725,000				
BY MEANS OF FINANCING								
SPECIAL FUND	3,883,000	950,000	475,000	75,000				
G.O. BONDS	66,084,000	90,640,000	20,815,000	26,650,000				
G.O. BONDS REPAYD		450,000						
OTHER FED. FUNDS		650,000						
TOTAL POSITIONS	963.50*	947.50*	953.50*	953.50*	953.50*	953.50*	953.50*	953.50*
TOTAL PROGRAM COST	183,338,462	211,723,977	165,370,664	161,178,146	130,397	134,454	130,397	134,454

Department of Accounting & General Services
(Capital Improvements Budget)

	<u>FY 2006</u>	<u>FY 2007</u>
Funding Sources:		
Special Funds	425,000	75,000
General Obligation Bonds	31,600,000	15,750,000
Total Requirements	<u><u>32,025,000</u></u>	<u><u>15,825,000</u></u>

Highlights of the Executive CIP Budget Request (general obligation bond funds except as noted):

1. Provided \$8.5 M each year for CIP staff costs.
2. Provided \$12.6 M in FY 06 for asbestos removal and renovation of the Kamamalu
3. Provided \$5 M in FY 06 for a new access road to Kailua High School.
4. Provided \$400,000 in FY 06 and \$3 M in FY 07 for Washington Place and Queen's Gallery renovation.
5. Provided \$2 M each year to retrofit public buildings with hurricane protective measures.
6. Provided \$1.9 M in FY 06 and \$1 M in FY 07 to revitalize and upgrade existing communication sites.
7. Provided \$1.3 M each year for code requirements and improvements at public buildings.
8. Provided special funds of \$425,000 in FY 06 and \$75,000 in FY 07 to repair administrative office spaces at Aloha Stadium.

STATE OF HAWAII
PROGRAM ID

PROGRAM STRUCTURE NO.

PROGRAM TITLE

**REQUIRED CAPITAL APPROPRIATIONS - BY CAPITAL PROJECT
IN THOUSANDS OF DOLLARS**

REPORT B78
PAGE 214

DEPARTMENT OF ACCOUNTING AND GENERAL SER

PROJECT NUMBER	PRIORITY NUMBER	LOC	SCOPE	PROJECT TITLE		BUDGET PERIOD							SUCCEED YEARS	
				COST ELEMENT/MOF	PROJECT TOTAL	PRIOR YRS	FY 03-04	FY 04-05	FY 05-06	FY 06-07	FY 07-08	FY 08-09		FY 09-10
			PLANS	78,198	45,660	7,497	7,897	8,647	8,497					
			LAND	20,246	20,015	1	101	127	2					
			DESIGN	52,039	44,278	5,247	1,320	872	322					
			CONSTRUCTION	546,534	485,448	31,298	3,301	20,826	5,661					
			EQUIPMENT	15,256	11,697	657	6	1,553	1,343					
			TOTAL	712,273	607,098	44,700	12,625	32,025	15,825					
			GENERAL FUND	28,435	28,435									
			SPECIAL FUND	20,755	19,605	650		425	75					
			G.O. BONDS	646,835	544,810	44,050	10,625	31,600	15,750					
			OTHER FED. FUN	2,000			2,000							
			REVOLVING FUND	14,248	14,248									



Operating Budget Details

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM ID:

PROGRAM STRUCTURE NO. 07

PROGRAM TITLE: FORMAL EDUCATION

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	241.00*	238.00*	238.00*	238.00*	238.0*	238.0*	238.0*	238.0*
PERSONAL SERVICES	8,388,182	7,988,742	8,618,860	8,618,860	8,618	8,618	8,618	8,618
OTHER CURRENT EXPENSES	13,011,831	8,645,625	8,477,625	8,477,625	8,479	8,479	8,479	8,479
EQUIPMENT	1,026,942	246,193	246,193	246,193	245	245	245	245
MOTOR VEHICLE	395,009							
TOTAL OPERATING COST	22,821,964	16,880,560	17,342,678	17,342,678	17,342	17,342	17,342	17,342
BY MEANS OF FINANCING								
GENERAL FUND	241.00*	238.00*	238.00*	238.00*	238.0*	238.0*	238.0*	238.0*
	22,821,964	16,880,560	17,342,678	17,342,678	17,342	17,342	17,342	17,342
CAPITAL IMPROVEMENT COSTS								
DESIGN	5,500,000	23,000,000						
CONSTRUCTION	40,350,000	51,000,000						
TOTAL CAPITAL EXPENDITURES	45,850,000	74,000,000						
BY MEANS OF FINANCING								
G.O. BONDS	45,850,000	74,000,000						
TOTAL POSITIONS	241.00*	238.00*	238.00*	238.00*	238.00*	238.00*	238.00*	238.00*
TOTAL PROGRAM COST	68,671,964	90,880,560	17,342,678	17,342,678	17,342	17,342	17,342	17,342

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM ID: AGS807
 PROGRAM STRUCTURE NO. 070102
 PROGRAM TITLE: PHYSICAL PLANT OPERATIONS & MAINTENANCE-

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	241.00*	238.00*	238.00*	238.00*	238.0*	238.0*	238.0*	238.0*
PERSONAL SERVICES	8,388,182	7,988,742	8,618,860	8,618,860	8,618	8,618	8,618	8,618
OTHER CURRENT EXPENSES	13,011,831	8,645,625	8,477,625	8,477,625	8,479	8,479	8,479	8,479
EQUIPMENT	1,026,942	246,193	246,193	246,193	245	245	245	245
MOTOR VEHICLE	395,009							
TOTAL OPERATING COST	22,821,964	16,880,560	17,342,678	17,342,678	17,342	17,342	17,342	17,342
BY MEANS OF FINANCING								
GENERAL FUND	241.00*	238.00*	238.00*	238.00*	238.0*	238.0*	238.0*	238.0*
	22,821,964	16,880,560	17,342,678	17,342,678	17,342	17,342	17,342	17,342
CAPITAL IMPROVEMENT COSTS								
DESIGN	5,500,000	23,000,000						
CONSTRUCTION	40,350,000	51,000,000						
TOTAL CAPITAL EXPENDITURES	45,850,000	74,000,000						
BY MEANS OF FINANCING								
G.O. BONDS	45,850,000	74,000,000						
TOTAL POSITIONS	241.00*	238.00*	238.00*	238.00*	238.00*	238.00*	238.00*	238.00*
TOTAL PROGRAM COST	68,671,964	90,880,560	17,342,678	17,342,678	17,342	17,342	17,342	17,342

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

PROGRAM ID: AGS-807

PROGRAM STRUCTURE NO: 070102

PROGRAM TITLE: PHYSICAL PLANT OPERATIONS & MAINTENANCE-

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 % PROG PROJ COMPLETED WITHIN SCHEDULED TIMETABLE	100	100	100	100	100	100	100	100
2 % EMERG REP & MAINT W/O RESPONDED TO IN 48 HRS.	100	100	100	100	100	100	100	100
PROGRAM TARGET GROUPS								
1 TOTAL NUMBER OF SCHOOL BUILDINGS	3710	3720	3730	3740	3750	3760	3760	3760
2 TOTAL NUMBER OF SCHOOL SITES	267	268	269	270	271	272	272	272
PROGRAM ACTIVITIES								
1 EMERGENCY REPAIRS	14000	14000	14000	14000	14000	14000	14000	14000
2 NORMAL REPAIRS AND ALTERATIONS	24000	24000	24000	24000	24000	24000	24000	24000
PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):								
TAXES								
LICENSES, PERMITS AND FEES								
REVENUES FROM THE USE OF MONEY AND PROPERTY								
REVENUE FROM OTHER AGENCIES: FEDERAL								
ALL OTHER								
CHARGES FOR CURRENT SERVICES	25	3	3	3	3	3	3	3
FINES, FORFEITS AND PENALTIES								
NON-REVENUE RECEIPTS								
TOTAL PROGRAM REVENUES	25	3	3	3	3	3	3	3
PROGRAM REVENUES BY FUND TO WHICH DEPOSITED (IN THOUSANDS OF DOLLARS):								
GENERAL FUND	25	3	3	3	3	3	3	3
TOTAL PROGRAM REVENUES	25	3	3	3	3	3	3	3

Program Plan Narrative

AGS 807 Physical Plant Operations and Maintenance

07 01 02

A. Statement of Program Objectives

To maintain assigned public school facilities in a safe and highly usable condition by providing repairs and maintenance service.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

Not applicable.

C. Description of Activities Performed

This program functions as a support program to the Department of Education (DOE) by delivering administrative, technical and trade related services which are required to maintain public school facilities statewide.

Specifically, the program plans, organizes, coordinates and directs various activities involved in the repair and maintenance of school buildings and facilities. Minor or emergency repairs are performed by building trades staff, while jobs that exceed staff capability are contracted. Service maintenance agreements for equipment such as air conditioning units, elevators and grease traps and refuse disposal are administered through program staff. Based on priorities established by the DOE, a select number of major repair projects are also delegated to the program to be accomplished through in-house trade staff or through informal bidding, i.e., 3-quote repairs.

D. Statement of Key Policies Pursued

The program supports Chapter 226-21 of the Hawaii State Plan and is committed to maintaining school facilities in a safe and usable condition.

E. Identification of Important Program Relationships

The effectiveness of this program is largely dependent upon a sustained and mutually cooperative relationship between the DOE and Department of Accounting of General Services.

F. Description of Major External Trends Affecting the Program

The passage of Act 51 SLH 2004 requires that all staff and resources transfer from DAGS to the DOE as of July 1, 2005. Also, the continuing war on terrorism has increased the cost of building materials and supplies by 10% over the past year.

G. Discussion of Cost, Effectiveness and Program Size Data

Program costs are controlled through careful selection of repair options which include formal/informal bidding of services, bulk purchases and work accomplished through in-house trade staff. Factors such as response time, productivity, work quality and cost effectiveness are regularly monitored to maximize expenditures.

Program size data is measured by the number of schools and facilities serviced. For the biennium period, this indicator will be affected by the DOE construction program, which includes the construction of new schools and additional buildings.

H. Discussion of Program Revenue

Not applicable.

I. Summary of Analysis Performed

There are no recent studies which have been performed on this program.

J. Further Considerations

None.

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM ID:

PROGRAM STRUCTURE NO. 08

PROGRAM TITLE: CULTURE AND RECREATION

PROGRAM EXPENDITURES	--IN DOLLARS--				--IN THOUSANDS--			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	58.50*	62.50*	62.50*	62.50*	62.5*	62.5*	62.5*	62.5*
PERSONAL SERVICES	4,788,773	5,097,390	5,234,646	5,234,646	5,235	5,235	5,235	5,235
OTHER CURRENT EXPENSES	6,112,731	8,479,018	8,561,603	8,561,603	8,561	8,561	8,561	8,561
EQUIPMENT	93,755	53,720	10,000	10,000	10	10	10	10
TOTAL OPERATING COST	10,995,259	13,630,128	13,806,249	13,806,249	13,806	13,806	13,806	13,806
BY MEANS OF FINANCING								
GENERAL FUND	10.00*	10.00*	10.00*	10.00*	10.0*	10.0*	10.0*	10.0*
	1,773,790	1,986,163	1,313,544	1,313,544	1,313	1,313	1,313	1,313
SPECIAL FUND	48.50*	51.50*	51.50*	51.50*	51.5*	51.5*	51.5*	51.5*
	8,636,837	10,892,165	11,114,547	11,114,547	11,115	11,115	11,115	11,115
OTHER FED. FUNDS	*	1.00*	1.00*	1.00*	1.0*	1.0*	1.0*	1.0*
	584,632	751,800	1,378,158	1,378,158	1,378	1,378	1,378	1,378
CAPITAL IMPROVEMENT COSTS								
PLANS	1,000	300,000						
DESIGN	1,000	635,000	115,000	25,000				
CONSTRUCTION	4,584,000	525,000	575,000	50,000				
EQUIPMENT	647,000	275,000						
TOTAL CAPITAL EXPENDITURES	5,233,000	1,735,000	690,000	75,000				
BY MEANS OF FINANCING								
SPECIAL FUND	3,883,000	950,000	475,000	75,000				
G.O. BONDS	1,350,000	335,000	215,000					
G.O. BONDS REPAYD		450,000						
TOTAL POSITIONS	58.50*	62.50*	62.50*	62.50*	62.50*	62.50*	62.50*	62.50*
TOTAL PROGRAM COST	16,228,259	15,365,128	14,496,249	13,881,249	13,806	13,806	13,806	13,806

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM ID: **AGS818**
 PROGRAM STRUCTURE NO. **080104**
 PROGRAM TITLE: **ETHNIC GROUP PRESENTATIONS**

PROGRAM EXPENDITURES	-----IN DOLLARS-----				-----IN THOUSANDS-----			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	*	*	*	*	*	*	*	*
PERSONAL SERVICES	2,736	36,000	36,000	36,000	36	36	36	36
TOTAL OPERATING COST	2,736	36,000	36,000	36,000	36	36	36	36
	=====	=====	=====	=====	=====	=====	=====	=====
BY MEANS OF FINANCING								
GENERAL FUND	2,736	36,000	36,000	36,000	36	36	36	36
TOTAL POSITIONS	*	*	*	*	*	*	*	*
TOTAL PROGRAM COST	2,736	36,000	36,000	36,000	36	36	36	36
	=====	=====	=====	=====	=====	=====	=====	=====

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

PROGRAM ID: AGS-818

PROGRAM STRUCTURE NO: 080104

PROGRAM TITLE: ETHNIC GROUP PRESENTATIONS

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 ATTENDANCE OF SPONSORED ACTIVITIES (1000'S)	150	150	150	150	150	150	150	150
2 NO. OF ACTIVE PARTICIPANTS SPONSORED ACTIVITIES	8000	8000	8000	8000	8000	8000	8000	8000
PROGRAM TARGET GROUPS								
1 RESIDENT AND VISITORS (THOUSANDS)	1338	1338	1338	1338	1338	1338	1338	1338
PROGRAM ACTIVITIES								
1 APPROPRIATION (THOUSAND OF DOLLARS)	36	36	36	36	36	36	36	36
PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):								
TAXES								
LICENSES, PERMITS AND FEES								
REVENUES FROM THE USE OF MONEY AND PROPERTY								
REVENUE FROM OTHER AGENCIES: FEDERAL								
ALL OTHER								
CHARGES FOR CURRENT SERVICES								
FINES, FORFEITS AND PENALTIES								
NON-REVENUE RECEIPTS								
TOTAL PROGRAM REVENUES								

Program Plan Narrative

AGS 818 Ethnic Group Presentations

08 01 04

A. Statement of Program Objectives

To enrich the leisure time of people of all ages by presenting the traditional arts, crafts, skills, customs and lores of the various ethnic groups in Hawaii.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

No new programs are being proposed at this time. This program is in compliance with Section 37-68(1)(A)(B).

C. Description of Activities Performed

Statewide celebration events are directed to the promotion and staging of cultural, social and recreational activities stemming from the Hawaiian ethnic group and based on a theme designed to commemorate King Kamehameha I. On O'ahu, they have included displays of arts and crafts, parades, canoe races, athletic events, Hula and Chant competition, band concert, statue decoration, and a cultural pageant. On a more limited basis, similar events are conducted on the neighbor islands.

D. Statement of Key Policies Pursued

An appointive King Kamehameha Celebration Commission is responsible for planning, coordination and supervision of staffing annual activities associated with the Celebration. This Commission is placed within the Department of Accounting and General Services for administrative purposes only and does not include this Department's control or direction of the commission's statutory functions, duties and powers. In support of Part I, Section 226-25, Hawaii State Plan, HRS, it is the policy of the program to foster increased knowledge and understanding of Hawaii's ethnic and cultural heritages and the history of Hawaii. Program activities promote and support cultural values, customs and arts that enrich the lifestyles of Hawaii's people.

E. Identification of Important Program Relationships

Cooperative working relationships are maintained with public and private groups and similar interest. Liaison is maintained with Hawaiian Civic Clubs. However, organization and program emphasis of the respective groups are distinct.

F. Description of Major External Trends Affecting the Program

The quantity and quality of program activities are heavily dependent on the extent of funding, volunteer participation of individuals and organizations as well as support of the community.

G. Discussion of Cost, Effectiveness, and Program Size Data

The request for additional funding in the future, will ensure adequate resources are available to continue the annual statewide celebration to commemorate King Kamehameha I.

H. Discussion of Program Revenue

Program revenues are generally derived as donations from individuals and commercial organizations.

I. Summary of Analysis Performed

None

J. Further Considerations

Since the amount of donations have decreased tremendously due to the lean economy, additional general fund support will be needed.

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM ID: AGS881

PROGRAM STRUCTURE NO. 080103

PROGRAM TITLE: PERFORMING & VISUAL ARTS EVENTS

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	19.00*	23.00*	23.00*	23.00*	23.0*	23.0*	23.0*	23.0*
PERSONAL SERVICES	1,116,930	1,476,108	1,391,141	1,391,141	1,391	1,391	1,391	1,391
OTHER CURRENT EXPENSES	3,224,492	5,350,544	5,433,129	5,433,129	5,433	5,433	5,433	5,433
EQUIPMENT	32,431	53,720	10,000	10,000	10	10	10	10
TOTAL OPERATING COST	4,373,853	6,880,372	6,834,270	6,834,270	6,834	6,834	6,834	6,834
=====								
BY MEANS OF FINANCING	10.00*	10.00*	10.00*	10.00*	10.0*	10.0*	10.0*	10.0*
GENERAL FUND	1,771,054	1,950,163	1,277,544	1,277,544	1,277	1,277	1,277	1,277
	9.00*	12.00*	12.00*	12.00*	12.0*	12.0*	12.0*	12.0*
SPECIAL FUND	2,018,167	4,178,409	4,178,568	4,178,568	4,179	4,179	4,179	4,179
	*	1.00*	1.00*	1.00*	1.0*	1.0*	1.0*	1.0*
OTHER FED. FUNDS	584,632	751,800	1,378,158	1,378,158	1,378	1,378	1,378	1,378
CAPITAL IMPROVEMENT COSTS								
CONSTRUCTION	3,787,000	525,000						
EQUIPMENT	271,000							
TOTAL CAPITAL EXPENDITURES	4,058,000	525,000						
=====								
BY MEANS OF FINANCING								
SPECIAL FUND	3,258,000	525,000						
G.O. BONDS	800,000							
TOTAL POSITIONS	19.00*	23.00*	23.00*	23.00*	23.00*	23.00*	23.00*	23.00*
TOTAL PROGRAM COST	8,431,853	7,405,372	6,834,270	6,834,270	6,834	6,834	6,834	6,834
=====								

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

PROGRAM ID: AGS-881

PROGRAM STRUCTURE NO: 080103

PROGRAM TITLE: PERFORMING & VISUAL ARTS EVENTS

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 NUMBER OF GRANTS AWARDED	123	110	115	115	115	115	115	115
2 FEDERAL FUNDS OBTAINED AS % OF PROG FUNDS	10	20	20	20	20	20	20	20
3 NUMBER OF PROJ BENEFIT NI, RUR & UNSRV RES	87	80	80	80	80	80	80	80
4 NUMBER OF VISITORS TO HAWAII STATE ART MUSEUM	20000	30000	40000	40000	40000	40000	40000	40000
5 NUMBER OF COMMISSIONS & RWA PLACED IN STATE BLDGS	531	600	600	600	600	600	600	600

PROGRAM TARGET GROUPS

1 RESIDENT POPULATION OF HAWAII (THOUSANDS)	1200	1200	1200	1200	1200	1200	1200	1200
2 RUR & UNSRV POP OF HAWAII (THOUSANDS)	150	150	150	150	150	150	150	150
3 SCHOOL POPULATION OF HAWAII (THOUSANDS)	200	200	200	200	200	200	200	200
4 CULTURAL & ARTS ORGANIZATIONS	285	300	300	300	300	300	300	300
5 INDIVIDUAL ARTISTS	9000	11000	11000	11000	11000	11000	11000	11000
6 VISITORS TO HAWAII (THOUSANDS)	6900	6900	6900	6900	6900	6900	6900	6900

PROGRAM ACTIVITIES

1 ARTS IN EDUCATION (NO. OF PROJECTS FUNDED)	43	42	40	40	40	40	40	40
2 COMMUNITY ARTS (NO. OF PROJECTS FUNDED)	20	20	25	25	25	25	25	25
3 ART IN PUBLIC PLACES (NO. OF NEW ACQUISITIONS)	63	80	100	100	100	100	100	100
4 INDIVIDUAL ARTISTS FELLOWSHIPS AWARDED	0	5	5	5	5	5	5	5
5 FOLK ARTS/ETHNIC HERITAGE (NO. OF PROJS FUNDED)	30	30	30	30	30	30	30	30
6 LITERARY & MEDIA ARTS (NO. OF PROJECTS FUNDED)	9	9	10	10	10	10	10	10
7 VISUAL ARTS (NO. OF PROJECTS FUNDED)	30	30	30	30	30	30	30	30
8 HISTORY & HUMANITIES (NO. OF PROJECTS FUNDED)	10	10	10	10	10	10	10	10
9 PERFRMG & PRESENTG/TOURG ARTS (NO. OF PROJ FUNDED)	58	58	60	60	60	60	60	60
10 FOLK ARTS APPRENTICESHIPS AWARDED	14	16	17	17	17	17	17	17

PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):

TAXES								
LICENSES, PERMITS AND FEES								
REVENUES FROM THE USE OF MONEY AND PROPERTY	180	158	163	163	163	163	163	163
REVENUE FROM OTHER AGENCIES: FEDERAL	547	450	450	450	450	450	450	450
ALL OTHER								
CHARGES FOR CURRENT SERVICES								
FINES, FORFEITS AND PENALTIES	2							
NON-REVENUE RECEIPTS								
	2,363	2,455	2,450	2,450	2,450	2,450	2,450	2,450
TOTAL PROGRAM REVENUES	3,092	3,063	3,063	3,063	3,063	3,063	3,063	3,063

PROGRAM REVENUES BY FUND TO WHICH DEPOSITED (IN THOUSANDS OF DOLLARS):

SPECIAL FUNDS	3,079	3,050	3,050	3,050	3,050	3,050	3,050	3,050
ALL OTHER FUNDS	13	13	13	13	13	13	13	13
TOTAL PROGRAM REVENUES	3,092	3,063	3,063	3,063	3,063	3,063	3,063	3,063

Program Plan Narrative

AGS 881 Performing and Visual Arts Events

08 01 03

A. Statement of Program Objectives

The mission of the State Foundation on Culture and the Arts (SFCA) is to promote, perpetuate, preserve and encourage culture and the arts, history and the humanities as central to the quality of life of the people of Hawai'i.

B. Description of Request and Compliance with Section 37-68 (1)(A)(B)

The SFCA requests a transfer of \$625,000 in Federal Funds from the Department of Human Services to support the SFCA Biennium Grants Program. In order to receive the funds, the SFCA must raise its Federal ceiling. The program is in compliance with Section 37-68 (1)(A)(B).

C. Description of Activities Performed

The SFCA Biennium Grants Program provides funding in support of arts and cultural activities statewide, programming and initiatives to further education, cultural preservation, community outreach, and recognition of individual high achievement in the arts. Through grants funding of Hawai'i organizations, the SFCA supports statewide cultural and artistic opportunities for the public, including a wide range of exhibitions, performances, publications, workshops, classes, and school presentations. Areas of support include Arts in Education, Community Arts, Heritage and Preservation and Presentation. Through program efforts, the SFCA also provides fellowships, folk arts apprenticeships, individual awards to artists, and school arts excellence awards, in addition to sustaining efforts in ongoing fieldwork with the community.

The SFCA's Art in Public Places (APP) Program is continuing to meet a heavy demand for art commissions. Approximately 400 commissions have been completed and installed in public sites statewide. The program also purchases relocatable works of art for display in State buildings and coordinates the APP Artists in Residence Program in partnership with the Department of Education. Purchasing and commissioning new and exciting works of art for public display is important to state government to preserve the visual history and heritage of Hawai'i's people. Other positions in the APP Program are responsible for collections management, curatorial responsibilities, conservation and restoration of artwork, exhibition control and installation, and registration.

The SFCA opened the Hawai'i State Art Museum in November 2002. Since then, the museum has welcomed more than 40,000 visitors, a figure that will substantially increase when a gift shop, café, and visitors center are added in 2005. Currently, 3 employees staff the museum. A large corps of volunteers, docents, and student interns are also involved with museum programming and operations.

The SFCA is partnering with other cultural institutions, businesses, and government agencies to coordinate the efforts of the Hawai'i Capital Cultural District. This entity, recognized by both the City and County of Honolulu and the State of Hawai'i, will collectively plan and develop efforts to build commerce and enhance the economic capacity for the Capital District.

D. Statement of Key Policies Pursued

Activities of the SFCA support the Hawaii State Plan (Part I and Part III) in providing access and opportunities for the appreciation and participation in the creative arts. These experiences contribute to the preservation and appreciation of Hawaii's multicultural heritage and enrich the quality of life for Hawaii's people.

E. Identification of Important Program Relationships

As Hawaii's official state arts agency, the SFCA administers federal grants from the National Endowment for the Arts (NEA) and is a member of the National Assembly of State Arts Agencies (NASAA) and Americans for the Arts, key national service organizations for the arts field that lobby in Congress. The SFCA also partners with many agencies within the state. Current partnerships include the Department of Education, University of Hawaii's Outreach College, College of Education and other departments, the Hawaii Alliance for Arts Education, and numerous other organizations. In FY2005, the SFCA collaborated with the Department of Human Services (DHS) to direct Federal funds in human services to eligible arts organizations performing critical work with targeted audiences such as at-risk youth and needy families. Collaborations with other State departments and divisions within DAGS have also taken place.

F. Description of Major External Trends Affecting the Program

In FY2005, the SFCA sustained a \$500,000 General Fund restriction to its Biennium Grants Program, which reduced the program budget by 42%. Through talks with the community and Governor Lingle, a transfer of Federal Funds from the Department of Human Services was arranged to alleviate the loss of General Funds. The SFCA request would continue to make DHS funding available in the next biennium.

The SFCA continues to receive partnership grants from the NEA. Grants are allocated to states on a formula and competitive basis. The state partnership grant supports basic operations and programming and federal priorities in the areas of arts in education and arts in underserved communities. Federal funding (including DHS funds) represents 20% of the agency's appropriation, while approximately 62% represents the Works of Art Special Fund and 18% represents the General Fund.

The SFCA is currently evaluating its implementation of the *Arts First* strategic plan to integrate the arts in the public school curriculum.

An impressive public response for access to the Hawai'i State Art Museum is being demonstrated. The agency is constructing a visitors center, café, and gift shop to complement the museum. A non profit entity, the Friends of the Hawai'i State Art Museum is also being established.

G. Discussion of Cost, Effectiveness, and Program Size Data

The number of projects benefiting the population of Hawai'i, neighbor island and rural residents and the state's school population is expected to increase with the establishment of museum programs, outreach, and services to the community. Ongoing budget

reductions to the agency's General Fund appropriation have been devastating to the grants program and the many arts and cultural organizations supported by the grants.

H. Discussion of Program Revenue

The SFCA hopes to maintain funds received from the Department of Human Services and is likely to obtain an increase in the level of Federal support from the NEA in the next biennium. Alternative sources of funding are also being considered. The Hawai'i State Art Museum is generating revenue through facility rental and donations and a fledgling membership program.

I. Summary of Analysis Performed

The agency completed a thorough and intensive strategic planning process in FY2003. The plan is effective 2003-2008.

During this past year, the agency evaluated its grants program and made several substantial changes to improve delivery of services. Evaluation of the program is continuing, with adjustments made to improve program effectiveness and accommodate DHS funding criteria and fiscal requirements.

J. Further Considerations

Administrative and legislative support to sustain and reinstate General Funds that have been restricted throughout the years is critical to the SFCA to ensure the state's aesthetic well being. The SFCA must seriously evaluate the need for alternative revenue streams to support the preservation and enhancement of arts and cultural programming in the state. Careful guidance and leadership of the Friends of Hawai'i State Art Museum is critical to plan and build support for the future of the museum and its programming.

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM ID: AGS889

PROGRAM STRUCTURE NO. 080205

PROGRAM TITLE: SPECTATOR EVENTS & SHOWS - ALOHA STADIUM

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	39.50*	39.50*	39.50*	39.50*	39.5*	39.5*	39.5*	39.5*
PERSONAL SERVICES	3,669,107	3,585,282	3,807,505	3,807,505	3,808	3,808	3,808	3,808
OTHER CURRENT EXPENSES	2,888,239	3,128,474	3,128,474	3,128,474	3,128	3,128	3,128	3,128
EQUIPMENT	61,324							
TOTAL OPERATING COST	6,618,670	6,713,756	6,935,979	6,935,979	6,936	6,936	6,936	6,936
BY MEANS OF FINANCING								
SPECIAL FUND	6,618,670	6,713,756	6,935,979	6,935,979	6,936	6,936	6,936	6,936
CAPITAL IMPROVEMENT COSTS								
PLANS	1,000	300,000						
DESIGN	1,000	635,000	115,000	25,000				
CONSTRUCTION	797,000		575,000	50,000				
EQUIPMENT	376,000	275,000						
TOTAL CAPITAL EXPENDITURES	1,175,000	1,210,000	690,000	75,000				
BY MEANS OF FINANCING								
SPECIAL FUND	625,000	425,000	475,000	75,000				
G.O. BONDS	550,000	335,000	215,000					
G.O. BONDS REPaid		450,000						
TOTAL POSITIONS	39.50*	39.50*	39.50*	39.50*	39.50*	39.50*	39.50*	39.50*
TOTAL PROGRAM COST	7,793,670	7,923,756	7,625,979	7,010,979	6,936	6,936	6,936	6,936

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

PROGRAM ID: AGS-889

PROGRAM STRUCTURE NO: 080205

PROGRAM TITLE: SPECTATOR EVENTS & SHOWS - ALOHA STADIUM

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 EVENT DAYS AS % OF TOTAL DAYS FACILITIES AVAILABLE	76	65	63	63	63	63	63	63
2 REVENUE RECEIVED AS % OF TOTAL OPERATING REQ.	100	100	100	100	100	100	100	100
3 NO. OF EVENTS EXCEEDING 75% SEATING CAPACITY	1	4	4	4	4	4	4	4
4 AVERAGE ATTENDANCE AS % OF 50,000 SEATING CAPACITY	14	18	18	18	18	18	18	18
5 % OF REVENUE RECEIVED FROM PUBLIC SPONSORED EVENTS	85	85	85	85	85	85	85	85
6 % OF REVENUE RECEIVED FROM PRIV. SPONSORED EVENTS	15	15	15	15	15	15	15	15

PROGRAM TARGET GROUPS

1 RESIDENT POPULATION (OAHU) (IN THOUSANDS)	903	903	1063	1080	1080	1080	1080	1080
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PROGRAM ACTIVITIES

1 NO OF SPORTS EVENT DATES	73	69	58	58	58	58	58	58
2 NO OF CULTURAL AND OTHER EVENT AND SHOW DATES	247	196	209	209	209	209	209	209

PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):

TAXES								
LICENSES, PERMITS AND FEES								
REVENUES FROM THE USE OF MONEY AND PROPERTY	71	60	60	60	60	60	60	60
REVENUE FROM OTHER AGENCIES: FEDERAL								
ALL OTHER								
CHARGES FOR CURRENT SERVICES	7,159	7,544	6,975	6,975	6,975	6,975	6,975	6,975
FINES, FORFEITS AND PENALTIES								
NON-REVENUE RECEIPTS		600						
TOTAL PROGRAM REVENUES	7,230	8,204	7,035	7,035	7,035	7,035	7,035	7,035

PROGRAM REVENUES BY FUND TO WHICH DEPOSITED (IN THOUSANDS OF DOLLARS):

SPECIAL FUNDS	7,231	8,204	7,035	7,035	7,035	7,035	7,035	7,035
TOTAL PROGRAM REVENUES	7,231	8,204	7,035	7,035	7,035	7,035	7,035	7,035

Program Plan Narrative

AGS 889 Spectator Events and Shows - Aloha Stadium

08 02 05

A. Statement of Program Objectives

To provide people of all ages with the opportunity to enrich their lives through attendance at spectator events and shows.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

Program budget request for FY06 and FY07 provides for mandated fringe benefit increases as prescribed by the Department of Budget and Finance.

The Program is in compliance with Section 37-68(1)(A)(B), Hawaii Revised Statutes (HRS).

C. Description of Activities Performed

1. Conduct an ongoing promotional program to enhance and expand utilization of the facility.
2. Provide ticket selling services.
3. Direct, control, and coordinate support activities relating to all events and shows.
4. Provide public safety and security.
5. Repair, maintain, and construct improvements to stadium and related facilities.
6. Provide parking and maintain traffic controls within stadium premises.

D. Statement of Key Policies Pursued

The key policies pursued by this program are to: (1) expend all efforts toward attracting additional and a wide variety of events and shows; (2) improve the economy and efficiency of stadium operations; and (3) maintain existing facilities and construct new improvements for the convenience and safety of the viewing public. These key policies support Section 226-23, HRS which specifies that it shall be the policy of this State to: (1) "Provide a wide range of activities and facilities to fulfill the recreation needs of all diverse and special groups"; and (2) "Enhance the enjoyment of recreational experiences through safety measures, educational opportunities, and improved facility design and maintenance."

E. Identification of Important Program Relationships

This State-supported program has significant relationships with the University of Hawaii and the Department of Education athletic programs which utilize stadium facilities. In setting the priorities for the scheduling of events during the Fall, first preference is given to the University of Hawaii football games.

Preferred treatment is also accorded high school functions since high schools depend heavily on football revenues to support other sports programs. To support the high schools and lower grade level schools and to increase participation and utilization of the stadium facilities, the Stadium Authority adopted rules which do not charge rent for these events.

F. Description of Major External Trends Affecting the Program

Major external trends affecting the program include the growth rate of the resident population and visitors, especially groups accompanying visiting teams; and the condition of Hawaii's economy and its effect on discretionary "entertainment dollars."

The expansion of local sports programs, the introduction of major professional sports into Hawaii, and the increased promotion of new attractions will have a significant impact on revenues and attendance at the stadium.

G. Discussion of Cost, Effectiveness and Program Size Data

Cost - The anticipated cost for the 2006-07 biennium period is \$13,871,958. This figure only addresses primary requisites of personnel, routine repair and maintenance supplies, utilities, and other costs normally associated with the operation of Aloha Stadium. It does not reflect expenditures of an emergency or extraordinary nature such as corrosion control, renovations to the parking lot, and the replacement of seats.

Effectiveness - Aloha Stadium has been operating without General Fund support since 1985. Revenue for FB 2006-07 is expected to be sufficient to cover the operating costs for the biennium period.

Program Size - Aloha Stadium hosted 320 events during fiscal year 2004 and remains as one of the most widely utilized stadiums in the United States.

H. Discussion of Program Revenue

Revenue for this program are derived from:

1. Rental of stadium facilities;
2. Rental from food and beverage concessionaire;
3. Income received from operation of the parking facility;
4. Income from the sale of scoreboard advertising panels; and
5. Fees collected from swap meets.

Revenue estimates are based on the number of attractions anticipated during each fiscal year. Rental rates are prescribed by the Rules of the Stadium Authority. Rental from the food and beverage concessionaire is based on 48.5% of monthly gross receipts as defined by the agreement dated December 22, 2000. Estimated monthly gross receipts from the food and beverage concessions are based on per capita sales. Per capita sales is the gross receipts collected by the food and beverage concessionaire divided by the attendance for the event. Estimated parking income is based on projected attendance for each event. Estimated advertising income is based on current contracts. Swap meet fees include the stadium's 81.05% share of stall rentals and buyer admission fees collected.

I. Summary of Analysis Performed

None.

J. Further Considerations

In order to maintain the Aloha Stadium as a competitive, large capacity facility for national and international spectator events, it will be necessary to address key renovation issues.

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM ID:

PROGRAM STRUCTURE NO. 11

PROGRAM TITLE: GOVERNMENT-WIDE SUPPORT

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
CURRENT LEASE PAYMENTS								
OTHER CURRENT EXPENSES	5,733,350	5,778,800	5,792,698	7,602,698	7,603	7,603	7,603	7,603
TOTAL CURRENT LEASE PAYMENTS C	5,733,350	5,778,800	5,792,698	7,602,698	7,603	7,603	7,603	7,603
BY MEANS OF FINANCING								
GENERAL FUND	5,733,350	5,778,800	5,792,698	7,602,698	7,603	7,603	7,603	7,603
OPERATING COST	664.00*	647.00*	653.00*	653.00*	653.0*	653.0*	653.0*	653.0*
PERSONAL SERVICES	26,275,868	29,344,118	30,534,705	31,533,589	30,535	31,534	30,535	31,534
OTHER CURRENT EXPENSES	43,708,873	50,227,120	73,221,628	61,100,226	58,044	61,102	58,044	61,102
EQUIPMENT	2,085,453	818,851	1,028,306	713,306	713	713	713	713
MOTOR VEHICLE	1,750,695	2,354,400	2,354,400	2,354,400	2,354	2,354	2,354	2,354
TOTAL OPERATING COST	73,820,889	82,744,489	107,139,039	95,701,521	91,646	95,703	91,646	95,703
BY MEANS OF FINANCING								
GENERAL FUND	581.00*	565.00*	571.00*	571.00*	571.0*	571.0*	571.0*	571.0*
SPECIAL FUND	47,263,565	47,958,413	52,829,393	52,543,187	52,517	52,545	52,517	52,545
TRUST FUNDS	58,744	58,744	7,058,744	7,058,744	7,059	7,059	7,059	7,059
INTERDEPT. TRANSFER	4.00*	4.00*	4.00*	4.00*	4.0*	4.0*	4.0*	4.0*
REVOLVING FUND	404,688	4,430,630	434,538	4,463,226	434	4,463	434	4,463
	34.00*	34.00*	34.00*	34.00*	34.0*	34.0*	34.0*	34.0*
	8,015,010	8,916,857	8,917,871	8,917,871	8,917	8,917	8,917	8,917
	45.00*	44.00*	44.00*	44.00*	44.0*	44.0*	44.0*	44.0*
	18,078,882	21,379,845	37,898,493	22,718,493	22,719	22,719	22,719	22,719
CAPITAL IMPROVEMENT COSTS								
PLANS	7,516,000	7,547,000	8,697,000	8,497,000				
LAND ACQUISITION	1,000	51,000	177,000	2,000				
DESIGN	1,724,000	2,250,000	1,919,000	1,297,000				
CONSTRUCTION	7,742,000	7,101,000	9,001,000	15,811,000				
EQUIPMENT	1,901,000	6,000	806,000	1,043,000				
TOTAL CAPITAL EXPENDITURES	18,884,000	16,955,000	20,600,000	26,650,000				
BY MEANS OF FINANCING								
G.O. BONDS	18,884,000	16,305,000	20,600,000	26,650,000				

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM ID:

PROGRAM STRUCTURE NO. **11**

PROGRAM TITLE: **GOVERNMENT-WIDE SUPPORT**

	-----IN DOLLARS-----				-----IN THOUSANDS-----			
PROGRAM EXPENDITURES	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OTHER FED. FUNDS		650,000						
TOTAL POSITIONS	664.00*	647.00*	653.00*	653.00*	653.00*	653.00*	653.00*	653.00*
TOTAL PROGRAM COST	98,438,239	105,478,289	133,531,737	129,954,219	99,249	103,306	99,249	103,306
	=====	=====	=====	=====	=====	=====	=====	=====

OPERATING AND CAPITAL EXPENDITURES

PROGRAM ID: AGS101
 PROGRAM STRUCTURE NO. 11020201
 PROGRAM TITLE: ACCT SYSTEM DEVELOPMENT & MAINTENANCE

REPORT P61-A

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	7.00*	7.00*	7.00*	7.00*	7.0*	7.0*	7.0*	7.0*
PERSONAL SERVICES	473,537	422,959	450,697	450,697	451	451	451	451
OTHER CURRENT EXPENSES	26,597	284,573	277,592	277,592	277	277	277	277
EQUIPMENT								
TOTAL OPERATING COST	500,134	707,532	728,289	728,289	728	728	728	728
BY MEANS OF FINANCING								
GENERAL FUND	500,134	707,532	728,289	728,289	728	728	728	728
TOTAL POSITIONS	7.00*	7.00*	7.00*	7.00*	7.00*	7.00*	7.00*	7.00*
TOTAL PROGRAM COST	500,134	707,532	728,289	728,289	728	728	728	728

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

PROGRAM ID: AGS-101

PROGRAM STRUCTURE NO: 11020201

PROGRAM TITLE: ACCT SYSTEM DEVELOPMENT & MAINTENANCE

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 CUMULATIVE % OF DEVELOP & IMPLEMENT PROJECT COMPL	77	79	82	85	88	92	96	100
PROGRAM ACTIVITIES								
1 PAYROLL	10	10	10	10	6	7	7	7
2 RECEIPTS AND OTHER EXPENDITURES	2	2	2	2	9	10	10	10
3 CAP IMP, INV, FED FUND, TAX REV, TREAS CASH & DEPS	0	0	0	0	0	0	0	0
4 ACCOUNTING MANUAL	1	1	1	1	1	2	2	2
5 FORMS CONTROL	1	1	1	1	1	1	1	1
6 DEPARTMENTAL SUB-SYSTEMS	1	1	1	1	1	1	1	1

PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):

TAXES
 LICENSES, PERMITS AND FEES
 REVENUES FROM THE USE OF MONEY AND PROPERTY
 REVENUE FROM OTHER AGENCIES: FEDERAL
 ALL OTHER
 CHARGES FOR CURRENT SERVICES
 FINES, FORFEITS AND PENALTIES
 NON-REVENUE RECEIPTS

 TOTAL PROGRAM REVENUES

A. Statement of Program Objectives

To develop, maintain and improve the State financial accounting and reporting system, and control the methods, procedures and forms of the accounting system.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

No new programs are being proposed at this time. This program is in compliance with Section 37-68(1)(A)(B).

C. Description of Activities Performed

A major portion of the program's effort is directed toward development of new statewide accounting systems and major enhancements to existing accounting systems. Activities related to the development of new accounting systems and major enhancements to the existing systems include: coordinating project tasks and activities; defining system functional and internal control requirements; identifying required system design modifications and related system specifications; re-engineering work processes, documents, and document flow; conducting acceptance testing; providing user related training, conversion, implementation, and post implementation support; and developing policies, procedures, forms and users manuals.

Concurrent with accounting system development is the maintenance and management of existing systems to: improve the operational efficiency and/or utility of the systems; comply with changes in applicable State and Federal laws, and/or management policies; correct accounting deficiencies or internal control weaknesses as identified by independent financial auditors; and correct system errors that occur in the normal course of business. Activities related to the maintenance and management of existing systems are similar to those of major enhancements to existing accounting systems, but on a smaller scale.

This program also establishes, maintains and manages the State of Hawaii Accounting Manual, FAMIS Procedures Manual and related State Accounting Forms to provide internal control over the accounting functions of the state.

Activities related to the control functions include prescribing: accounting policies, methods and practices of the state to comply with accounting and reporting requirements for governmental entities in conformity with generally accepted accounting principles (i.e., GAAP), comply with applicable State and Federal laws, and/or management policies; and content and format of accounting information through the use of Statewide Accounting Forms to provide uniformity in the recording of accounting transactions and ensure the validity, propriety and accuracy of recorded accounting transactions.

D. Statement of Key Policies Pursued

Key policies are designed to fulfill the statutory requirements imposed upon the Comptroller of: making changes and modifications to the accounting system of the State (including the design, development and implementation of a proper system of internal controls to encompass the changes and modifications made to the accounting system) that appear to be in the best interest of the State, as promulgated by Section 40-2, HRS; and determining the forms required to adequately supply the accounting system with the requisite accounting data for state government; maintaining the applicability, relevancy and uniformity of accounting forms in statewide use (including the classification, numbering and standardization of such forms in terms of design, dimension, color and grade of paper), as promulgated by Section 40-6, HRS.

Accordingly, program policies are directed toward ensuring proper: functionality of new or existing systems to reduce operating cost and increase productivity by eliminating redundant processing and duplication of effort, and streamlining and standardizing operations; internal control over assets to safeguard assets from loss or waste; and internal control over accounting information processed by the system to maintain data integrity throughout the system and generate accurate, reliable and timely information from the system.

Policies pursued support Part I; Section 226-28; Hawaii State Plan, HRS relating to the fiscal management objective of ensuring fiscal integrity, responsibility and efficiency in state government, and conforms with the Plan policy regarding improvements to the fiscal budgeting and management system.

E. Identification of Important Program Relationships

The work performed by this program requires collaboration with the Uniform Accounting and Reporting Branch and Pre-Audit Branch of DAGS to ensure a proper accounting result from the central standpoint, and pilot agencies to ensure a pragmatic and functional accounting result from the departmental standpoint. In addition, since this program represents the user's orientation to the system, collaboration with and support from ICSD is necessary to develop and implement the required programming changes, and maintain the data processing aspects of the system.

F. Description of Major External Trends Affecting the Program

A major external trend affecting this program is the rapid growth of technology in the data processing and computing industry. This trend will probably shorten the average life cycle of statewide accounting systems (currently averaging 25 years) and place even greater demands on this program to develop and implement new statewide accounting systems at a faster pace (e.g., replacing an old system every 10 or 15 years as opposed to every 25 years) and in shorter time frames.

This program is also impacted by: changes in financial reporting requirements for state and local governments promulgated by the Government Accounting Standards Board (GASB); findings of independent financial auditors and legislative auditors with regard to internal control weaknesses and accounting deficiencies; and changes in State and Federal laws, and management policies, as it relates to accounting and reporting.

G. Discussion of Cost, Effectiveness, and Program Size Data

Currently and for the ensuing biennium, development and implementation of new systems are being pursued under consultant contracts. Statewide implementation of these systems will proceed upon the successful implementation of these systems on a pilot basis.

The measures of effectiveness for this program, as presented in the FB 2005-2007 request, is adjusted to only reflect the extent to which existing personnel resources are being effectively utilized in performing program tasks.

The measures do not reflect this program's inability to effectively perform all of its designated program tasks due to the abolishment of four (4) permanent/full-time Systems Accountant V positions (SR-24) and one (1) permanent/full-time Clerk Typist II position (SR-08).

This program can effectively perform all of its designated tasks only if the five (5) abolished positions and related position funding are restored. However, with the prevailing limitations of a no growth budget, restoration of the five (5) positions was not requested.

H. Discussion of Program Revenue

This program does not generate any revenues.

I. Summary of Analysis Performed

This program has not conducted any in-depth analysis.

J. Further Considerations

As mentioned in item G. above, restoration of the five (5) previously abolished positions is critical for this program to effectively perform all of its designated tasks.

Work efforts of the four (4) remaining Systems Accountants are directed toward completing only the most urgent tasks, leaving much of the necessary work partially completed or totally undone. The lack of an adequate accounting staff has created a tremendous backlog of work and gross inefficiencies in performing tasks, as the remaining staff is constantly assigned and re-assigned work on the basis of need, forcing program operations into a "Crisis Management" position.

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM ID: AGS102
 PROGRAM STRUCTURE NO. 11020202
 PROGRAM TITLE: EXPENDITURE EXAMINATION

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	19.00*	18.00*	18.00*	18.00*	18.0*	18.0*	18.0*	18.0*
PERSONAL SERVICES	628,389	664,893	699,554	699,554	700	700	700	700
OTHER CURRENT EXPENSES	349,491	353,400	353,400	353,400	353	353	353	353
EQUIPMENT	3,908							
TOTAL OPERATING COST	981,788	1,018,293	1,052,954	1,052,954	1,053	1,053	1,053	1,053
BY MEANS OF FINANCING								
GENERAL FUND	19.00*	18.00*	18.00*	18.00*	18.0*	18.0*	18.0*	18.0*
	981,788	1,018,293	1,052,954	1,052,954	1,053	1,053	1,053	1,053
TOTAL POSITIONS	19.00*	18.00*	18.00*	18.00*	18.00*	18.00*	18.00*	18.00*
TOTAL PROGRAM COST	981,788	1,018,293	1,052,954	1,052,954	1,053	1,053	1,053	1,053

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

PROGRAM ID: AGS-102
 PROGRAM STRUCTURE NO: 11020202
 PROGRAM TITLE: EXPENDITURE EXAMINATION

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 AVE IN-HOUSE TIME TO PROCESS PAYMTS TO VENDORS	5	5	5	5	5	5	5	5
PROGRAM TARGET GROUPS								
1 DOCUMENTS REQ EXAMINATION PRIOR TO PAYMENT (THOU)	2740	2740	2740	2740	2740	2740	2740	2740
PROGRAM ACTIVITIES								
1 VOUCHER CLAIMS EXAMINED (IN THOUSANDS)	1162	1162	1162	1162	1162	1162	1162	1162
2 PAYROLL CLAIMS EXAMINED (IN THOUSANDS)	1576	1576	1576	1576	1576	1576	1576	1576
3 CONTRACTS EXAMINED	2458	2458	2458	2458	2458	2458	2458	2458
4 WARRANTS DISBURSED (IN THOUSANDS)	1906	1906	1906	1906	1906	1906	1906	1906
5 WARRANTS CANCELLATIONS AND REISSUES	3152	3152	3152	3152	3152	3152	3152	3152
PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):								
TAXES								
LICENSES, PERMITS AND FEES								
REVENUES FROM THE USE OF MONEY AND PROPERTY								
REVENUE FROM OTHER AGENCIES: FEDERAL								
ALL OTHER								
CHARGES FOR CURRENT SERVICES	73	33	33	33	33	33	33	33
FINES, FORFEITS AND PENALTIES								
NON-REVENUE RECEIPTS								
TOTAL PROGRAM REVENUES	73	33	33	33	33	33	33	33
PROGRAM REVENUES BY FUND TO WHICH DEPOSITED (IN THOUSANDS OF DOLLARS):								
GENERAL FUND	73	33	33	33	33	33	33	33
TOTAL PROGRAM REVENUES	73	33	33	33	33	33	33	33

Program Plan Narrative

AGS 102 Expenditure Examination

11 02 02 02

A. Statement of Program Objectives

To assure that the State's payments conform to established standards of propriety and legality and are made promptly.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

There are no significant items in this budget request.

C. Description of Activities Performed

Vouchers received from departments and agencies are pre-audited to determine that the proposed expenditures are legal and proper (i.e., they do not violate applicable laws, rules, etc., they are appropriate charges to the appropriations designated by the vouchering department, and they conform to prudent business practices and policies).

Payrolls received from departments and agencies are pre-audited to determine that the rates of pay have been properly authorized, that all computations of partial pay have been correctly made, and that the payrolls are properly supported by time records or other required documentation. Assignments and garnishments against payrolls are also controlled and processed in accordance with employee desires or statutory requirements, as the case may be.

This program fulfills the statutory requirement relating to the Comptroller's certification that funds are available to cover contracts. In the process of reviewing for such certification, contracts are also examined for legality and propriety, so that subsequent vouchers for payment can be promptly paid without the necessity of contract examination at that time.

Other activities include the control of State check issuances, cancellations, and re-issues and the maintenance of the State's computer-based file of vendor codes.

D. Statement of Key Policies Pursued

Pre-audit of vouchers and payrolls is performed on a test basis. With due regard to the test nature of the program's examination procedure, it is recognized that no absolute degree of perfection exists in detecting proposed expenditures that are illegal or otherwise improper. The test is designed to assure the overall validity of the whole, and the program maintains records of both voucher and payroll claims that must be adjusted as the result of the test.

These pre-audit activities directly serve the Hawaii State Plan, Part I, Section 226-28, HRS, in ensuring fiscal integrity, responsibility, and efficiency in the financial operations of the State Government.

E. Identification of Important Program Relationships

There are no important program relationships identified.

F. Description of Major External Trends Affecting the Program

The program is directly affected by any substantial changes in the volume of State government expenditures, and by any significant changes in organizational scope of departments and agencies made subject to the Comptroller's pre-audit authority.

G. Discussion of Cost, Effectiveness, and Program Size Data

During the current biennium, the program has maintained its level of services as previously provided and has accommodated its target group accordingly. For the budget period and the four years of the planning period, the volume data reflect adjustments based on current volume levels.

H. Discussion of Program Revenue

The Pre-Audit Program does not generate any revenues.

I. Summary of Analysis Performed

This program has not conducted any in-depth analysis.

J. Further Considerations

There are no further considerations to be addressed.

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM ID: AGS103
 PROGRAM STRUCTURE NO. 11020203
 PROGRAM TITLE: RECORDING AND REPORTING

PROGRAM EXPENDITURES	--IN DOLLARS--				--IN THOUSANDS--			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	12.00*	11.00*	11.00*	11.00*	11.0*	11.0*	11.0*	11.0*
PERSONAL SERVICES	573,768	565,687	609,779	609,779	610	610	610	610
OTHER CURRENT EXPENSES	15,931	17,827	17,827	17,827	18	18	18	18
EQUIPMENT	196							
TOTAL OPERATING COST	589,895	583,514	627,606	627,606	628	628	628	628
BY MEANS OF FINANCING								
GENERAL FUND	12.00*	11.00*	11.00*	11.00*	11.0*	11.0*	11.0*	11.0*
	589,895	583,514	627,606	627,606	628	628	628	628
TOTAL POSITIONS	12.00*	11.00*	11.00*	11.00*	11.00*	11.00*	11.00*	11.00*
TOTAL PROGRAM COST	589,895	583,514	627,606	627,606	628	628	628	628

PROGRAM ID: **AGS-103**
PROGRAM STRUCTURE NO: **11020203**
PROGRAM TITLE: **RECORDING AND REPORTING**

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 AVE TIME FROM END OF REPORT PERIOD TO PUBLICATION:								
2 ANNUAL FINANCIAL REPORT OF THE STATE OF HAWAII	6	6	6	6	6	6	6	6
3 ANNUAL REPORT TO GOVERNOR	3	3	3	3	3	3	3	3
4 QUARTERLY ANALYSIS OF ESTIMATED GEN FUND BAL	4	4	4	4	4	4	4	4
5 QUARTERLY REPORT ON STATUS OF BOND FUNDS	4	4	4	4	4	4	4	4
6 QUARTERLY STMTS OF APPROPRIATION BAL FOR OPR ACC	3	3	3	3	3	3	3	3
PROGRAM TARGET GROUPS								
1 RECEIPTS & EXPENDITURE TRANSACTIONS (THOUSANDS)	888	890	890	890	890	890	890	890
PROGRAM ACTIVITIES								
1 TRANSACTIONS RECORDED (IN THOUSANDS)	888	890	890	890	890	890	890	890
PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):								
TAXES								
LICENSES, PERMITS AND FEES								
REVENUES FROM THE USE OF MONEY AND PROPERTY								
REVENUE FROM OTHER AGENCIES: FEDERAL								
ALL OTHER	3,362	1,520	1,520	1,520	1,520	1,520	1,520	1,520
CHARGES FOR CURRENT SERVICES								
FINES, FORFEITS AND PENALTIES								
NON-REVENUE RECEIPTS								
TOTAL PROGRAM REVENUES	3,362	1,520	1,520	1,520	1,520	1,520	1,520	1,520
PROGRAM REVENUES BY FUND TO WHICH DEPOSITED (IN THOUSANDS OF DOLLARS):								
ALL OTHER FUNDS	188	120	120	120	120	120	120	120
GENERAL FUND	3,174	1,400	1,400	1,400	1,400	1,400	1,400	1,400
TOTAL PROGRAM REVENUES	3,362	1,520	1,520	1,520	1,520	1,520	1,520	1,520

Program Plan Narrative

AGS 103 Recording and Reporting

11 02 02 03

A. Statement of Program Objective

To assure that the State's financial transactions are promptly and properly recorded and reported.

B. Description of Request and Compliance with Section 37-68 (1) (A) (B)

No new programs are being proposed at this time. The program is in compliance with Part IV, Section 37-68 (1) (A) (B), Responsibilities of Agencies, HRS.

C. Description of Activities Performed

The program activities are processing and recording receipt, expenditure and other accounting transactions in the State's general ledgers (the control ledgers) and in the appropriate subsidiary ledgers; preparing timely, meaningful and accurate reports from the above records; and controlling financial transactions that are entered into the computer files on the State's accounting system and the statewide reports that are printed by the system.

D. Statement of Key Policies Pursued

Key policies pursued are directed to proper documentation of the State's financial transactions to provide meaningful financial information to decision makers on a timely basis. Information recorded is promptly distributed to points of need and usefulness with the portion of the information required for future public records preserved. Policies pursued support Part I, Section 226-27, the Hawaii State Plan, HRS relating to the fiscal management objective of ensuring fiscal integrity, responsibility and efficiency in State government and conforms with the Plan policy regarding improvements to the fiscal budgeting and management system.

E. Identification of Important Program Relationships

There is no important program relationship identified.

F. Descriptions of Major External Trends Affecting the Program

The major external trend that affects the program is reporting standards that are continuously promulgated for state and local governments by the Governmental Accounting Standards Board (GASB). The GASB's current reporting standards have significantly changed the accounting and financial reporting of the State of Hawaii.

G. Discussion of Cost, Effectiveness, and Program Size Data

As in the current biennium, the program will maintain its current level of services during budget and planning periods.

H. Discussion of Program Revenue

The program does not generate revenues from operations; at the end of each fiscal year, warrants outstanding for a period that require their escheat under Section 40-68, HRS are recorded as revenues under the program.

I. Summary of Analysis Performed

This program has not conducted an in-depth analysis.

J. Further Considerations

There are no further considerations at this time.

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PROGRAM ID: AGS104
PROGRAM STRUCTURE NO. 11020204
PROGRAM TITLE: INTERNAL POST AUDIT

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	13.00*	12.00*	12.00*	12.00*	12.0*	12.0*	12.0*	12.0*
PERSONAL SERVICES	619,252	628,476	656,070	656,070	656	656	656	656
OTHER CURRENT EXPENSES	697,585	7,717	7,717	7,717	8	8	8	8
TOTAL OPERATING COST	1,316,837	636,193	663,787	663,787	664	664	664	664
BY MEANS OF FINANCING								
GENERAL FUND	13.00*	12.00*	12.00*	12.00*	12.0*	12.0*	12.0*	12.0*
	1,316,837	636,193	663,787	663,787	664	664	664	664
TOTAL POSITIONS	13.00*	12.00*	12.00*	12.00*	12.00*	12.00*	12.00*	12.00*
TOTAL PROGRAM COST	1,316,837	636,193	663,787	663,787	664	664	664	664

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

PROGRAM ID: AGS-104
 PROGRAM STRUCTURE NO: 11020204
 PROGRAM TITLE: INTERNAL POST AUDIT

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 AVE LENGTH OF TIME BETWEEN AUDITS (YEARS)	5	6	7	7	6	6	6	6
2 # AUDITS COMPLETED AS % OF ANNUAL AUDITS PLANNED	94	100	100	100	100	100	100	100
3 # OTH AUDITS COMPLTD AS % OTH AUDITS PLAN & REQ	63	100	100	100	100	100	100	100
4 # AUDIT FINDINGS RESOLVED AS % OF AUDIT FINDINGS	45	100	100	100	100	100	100	100
PROGRAM TARGET GROUPS								
1 AUDIT UNITS-ANNUAL AUDITS	39	39	39	39	39	39	39	39
2 AUDIT UNITS-NON-ANNUAL AUDITS	338	338	338	338	338	338	338	338
3 AUDIT UNITS-SPECIAL REQUESTS	10	10	10	10	10	10	10	10
PROGRAM ACTIVITIES								
1 AUDIT UNITS-ANNUAL AUDITS	35	35	35	35	35	35	35	35
2 AUDIT UNITS-NON-ANNUAL AUDITS	22	33	30	30	30	30	30	30
3 AUDIT UNITS-SPECIAL REQUESTS	3	10	10	10	10	10	10	10
PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):								
TAXES								
LICENSES, PERMITS AND FEES								
REVENUES FROM THE USE OF MONEY AND PROPERTY								
REVENUE FROM OTHER AGENCIES: FEDERAL								
ALL OTHER								
CHARGES FOR CURRENT SERVICES								
FINES, FORFEITS AND PENALTIES								
NON-REVENUE RECEIPTS								
TOTAL PROGRAM REVENUES								

Program Plan Narrative

AGS 104: Internal Post-Audit

11 02 02 04

A. Statement of Program Objective

To ensure that all accounting and internal control systems adhere to prescribed policies and procedures and accounting principles generally accepted in the United States of America.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

None.

C. Description of Activities Performed

The major activities of the Internal Post-Audit Program include the following types of audits:

1. Annual audits required by statute.
2. Annual audits by request.
3. Department and agency requests with urgent needs.
4. Audits of other departments and agencies not requiring annual audits but scheduled on a cyclical basis. These audits constitute the major part of the target group of this program. The number of audits scheduled each year in this category varies from a high of 200 to a low of 6 audits, and is based on the time available after providing for the audits in the first three categories.

The program is also directed at helping departments and agencies in resolving accounting-related problems.

D. Statement of Key Policies Pursued

The policies pursued support Section 226-27(2), HRS, Hawaii State Plan. It is the policy of the program to ensure fiscal integrity, responsibility and efficiency in the state government by performing audits on a systematic and selective basis giving priority to annual audits and department and agency requests with urgent needs. Priority is also given to helping departments and agencies in resolving accounting-related problems.

E. Identification of Important Program Relationships

In cooperation with the various federal cognizant agencies, the program ensures that state agencies receiving federal financial assistance obtain organization-wide audits in compliance with the Single Audit Act Amendments of 1996 (Public Law 104-156) and the federal Office of Management and Budget's Circular A-133. The program also works closely with the various state agencies to facilitate the implementation of audit recommendations and thereby promote fiscal integrity, responsibility and efficiency.

F. Description of Major External Trends Affecting the Program

In May 1980, Standard & Poor's Corporation issued a policy statement regarding new reporting requirements on bond rating for state and local governments. To meet the new requirements, the program has provided for the annual independent audit of the State's financial statements included in the CAFR.

G. Discussion of Cost, Effectiveness, and Program Size Data

Differences in previously planned costs, effectiveness and program size levels were due in part to a freeze in filling vacant positions resulting in the deferral of some planned audits and the postponement of the active follow-up of audit findings.

In the 2005-2007 biennium period, program costs have been budgeted in accordance with the established guidelines.

For the 2005-2011 planning period, the levels of program activity and the corresponding program costs and levels of effectiveness have been projected using the same program size data as the 2005-2007 biennium period. They reflect the continuation of the plan of operation that gives priority to annual audits and department and agency requests with urgent needs.

H. Discussion of Program Revenue

The program does not anticipate generating any general fund revenues during the 2005-2007 biennium period and the 2005-2011 planning period.

I. Summary of Analysis Performed

An in-depth analysis has not been performed of the program.

J. Further Considerations

The program's overall level of services will be affected by any future reduction in funds available to the program. Previously, the program had funds in its annual budget for the annual independent audit of the CAFR. However, the program's FY0405 supplemental budget was reduced by \$675,000. The \$675,000 included audit services to assist DAGS in preparing the draft of the State's financial statements and the service auditor's report on computer controls of DAGS' Information and Communications Services Division (ICSD).

DAGS' Accounting Division does not have the resources to prepare the draft of the State's financial statements and maintain its own workload. As a result, DAGS deems it cost beneficial to procure audit services that include assisting DAGS in preparing the draft of the State's financial statements. The CPA compiles the financial information from the accounting records and audits the information at the same time. With the CPAs assistance and the Accounting Division's staff working overtime, the State's financial

statements are completed by the required distribution deadlines. DAGS has "Certificate of Achievement for Excellence in Financial Reporting" and "B&F CAFR distribution to repositories, bond rating companies, and bond insurers" deadlines. Without the CPA's assistance, DAGS will not meet the certificate deadline. The draft of the State's financial statements would be delayed beyond its normal completion date. The financial audit of the CAFR would be delayed and the State may not meet B&F's required CAFR distribution deadline.

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM ID: AGS111
 PROGRAM STRUCTURE NO. 110312
 PROGRAM TITLE: RECORDS MANAGEMENT

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	19.00*	18.00*	18.00*	18.00*	18.0*	18.0*	18.0*	18.0*
PERSONAL SERVICES	620,564	706,668	723,624	723,624	724	724	724	724
OTHER CURRENT EXPENSES	57,642	63,326	54,118	54,118	54	54	54	54
EQUIPMENT	7,914	5,010	3,000	3,000	3	3	3	3
MOTOR VEHICLE	9,896							
TOTAL OPERATING COST	696,016	775,004	780,742	780,742	781	781	781	781
BY MEANS OF FINANCING								
GENERAL FUND	19.00*	18.00*	18.00*	18.00*	18.0*	18.0*	18.0*	18.0*
	696,016	775,004	780,742	780,742	781	781	781	781
TOTAL POSITIONS	19.00*	18.00*	18.00*	18.00*	18.00*	18.00*	18.00*	18.00*
TOTAL PROGRAM COST	696,016	775,004	780,742	780,742	781	781	781	781

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

PROGRAM ID: AGS-111
 PROGRAM STRUCTURE NO: 110312
 PROGRAM TITLE: RECORDS MANAGEMENT

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 % OF STATE RECORD SERIES UNDER CONTROL SCHEDULE	29	29	29	29	29	29	29	29
2 RECORDS DISPOSED AS % SCHEDULED FOR DISPOSAL	79	95	95	95	95	95	95	95

PROGRAM TARGET GROUPS

1 VOL(CU FT)OF RECORDS IN STATE AGENCIES	456398	479218	503179	528338	554755	582493	582493	582493
2 HISTORIC RECRDS IN STATE AGENCIES AT END FY(CU FT)	22820	23961	25159	26417	27738	29125	29125	29125
3 REC IN ARCH WHICH SHOULD BE UNDER CONTROL(CU FT)	1406	1400	1375	1350	1325	1300	1300	1300
4 RECORDS SERIES IN STATE AGENCIES	5215	5290	5418	5493	5568	5643	5643	5643

PROGRAM ACTIVITIES

1 SCHEDULING RECORDS-RECORDS SERIES SCHEDULED	19	60	75	75	75	75	75	75
2 MICROFILMING RECORDS-(CU FT)FILMED	85	50	50	50	50	50	50	50
3 STORING RECORDS IN RECORDS CNTR(CU FT)STORED	38114	39000	39000	39000	39000	39793	39793	39793
4 RESEARCHERS USING REC UNDER DIV CONTROL(NO PRSN)	11389	11000	11000	11000	11000	11000	11000	11000
5 CONT OF HIST REC BY AIDS(CU FT/PLACED UNDR CONTRL)	128	170	170	170	170	170	170	170

PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):

TAXES								
LICENSES, PERMITS AND FEES								
REVENUES FROM THE USE OF MONEY AND PROPERTY								
REVENUE FROM OTHER AGENCIES: FEDERAL								
ALL OTHER								
CHARGES FOR CURRENT SERVICES	62	79	79	79	79	79	79	79
FINES, FORFEITS AND PENALTIES								
NON-REVENUE RECEIPTS								
TOTAL PROGRAM REVENUES	62	79	79	79	79	79	79	79

PROGRAM REVENUES BY FUND TO WHICH DEPOSITED (IN THOUSANDS OF DOLLARS):

ALL OTHER FUNDS								
GENERAL FUND	62	79	79	79	79	79	79	79
TOTAL PROGRAM REVENUES	62	79	79	79	79	79	79	79

Program Plan Narrative

AGS 111 Records Management

11 03 12

A. Statement of Program Objective(s)

To facilitate the management of State records by evaluating, storing and disposing of records and setting policies thereon, and by identifying, preserving and providing access to records of permanent value.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

No new programs are being proposed at this time. The program is in compliance with Section 37-68(1)(A)(B).

C. Description of Activities Performed

The Records Management Program provides logistical, technical and professional support to all State agencies by:

1. Preserving records of historical value in a centralized repository and providing reference services to government agencies and the public.
2. Providing consultant services for records control by inventorying, evaluating, and determining final disposition of records in State agencies.
3. Providing a low-cost records storage facility for inactive, non-permanent records.
4. Storing and inspecting master/security microforms for safekeeping.

D. Statement of Key Policies Pursued

Key policies pursued emphasize the promotion of the use of Archives services by State agencies and the public, and the development of more efficient methods of records management by State agencies in particular, electronic records management.

The preservation of Hawaii's historical records and providing access to these

records through descriptive cataloging and public programs is essential to the knowledge and understanding of Hawaii's history. Bibliographic catalog information is available via the internet on an online database, Hawaii Voyager.

Promote efficient and effective management of government records including using the State's intranet to inform State agencies about records management issues, standards, and services.

E. Identification of Important Program Relationships

The Archives Division collaborates with State agencies and private institutions to preserve and make accessible records of enduring value. The Archives is a successor custodian of records, it collects records primarily from State agencies.

F. Description of Major External Trends Affecting the Program

State government creates and receives a growing volume of information in electronic format. Since electronic media is relatively unstable and hardware/software quickly becomes obsolete, retaining information of permanent value is complex. The Archives organized a task force to address electronic records issues including introducing legislation and developing standards to ensure long-term viability of the State's electronic records.

G. Discussion of Cost, Effectiveness and Program Size Data

There are no significant discrepancies in previously planned costs, effectiveness and program size levels.

H. Discussion of Program Revenue

The State Archives charges fees for services ordered by researchers, primarily for photocopying and certifications of records. The State Records Center assesses records storage related fees on non-general funded programs, the Department of Education, University of Hawaii, Judiciary, and counties.

I. Summary of Analysis Performed

None.

J. Further Considerations

None.

PROGRAM ID: AGS131
PROGRAM STRUCTURE NO. 110302
PROGRAM TITLE: INFORMATION PROCESSING SERVICES

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
CURRENT LEASE PAYMENTS								
OTHER CURRENT EXPENSES	993,750	1,039,200	1,053,098	2,863,098	2,863	2,863	2,863	2,863
TOTAL CURRENT LEASE PAYMENTS C	993,750	1,039,200	1,053,098	2,863,098	2,863	2,863	2,863	2,863
BY MEANS OF FINANCING								
GENERAL FUND	993,750	1,039,200	1,053,098	2,863,098	2,863	2,863	2,863	2,863
OPERATING COST	204.00*	197.00*	203.00*	203.00*	203.0*	203.0*	203.0*	203.0*
PERSONAL SERVICES	8,624,998	9,420,910	10,612,756	10,612,756	10,613	10,613	10,613	10,613
OTHER CURRENT EXPENSES	5,116,278	5,534,509	5,703,245	5,703,245	5,703	5,703	5,703	5,703
EQUIPMENT	1,775,940	751,838	983,303	668,303	668	668	668	668
TOTAL OPERATING COST	15,517,216	15,707,257	17,299,304	16,984,304	16,984	16,984	16,984	16,984
BY MEANS OF FINANCING								
GENERAL FUND	171.00*	164.00*	170.00*	170.00*	170.0*	170.0*	170.0*	170.0*
INTERDEPT. TRANSFER	13,607,058	13,524,603	15,116,650	14,801,650	14,802	14,802	14,802	14,802
	33.00*	33.00*	33.00*	33.00*	33.0*	33.0*	33.0*	33.0*
	1,910,158	2,182,654	2,182,654	2,182,654	2,182	2,182	2,182	2,182
CAPITAL IMPROVEMENT COSTS								
PLANS	10,000		100,000					
LAND ACQUISITION			125,000					
DESIGN	75,000		225,000	50,000				
CONSTRUCTION	1,050,000		800,000	600,000				
EQUIPMENT	1,895,000		600,000	350,000				
TOTAL CAPITAL EXPENDITURES	3,030,000		1,850,000	1,000,000				
BY MEANS OF FINANCING								
G.O. BONDS	3,030,000		1,850,000	1,000,000				
TOTAL POSITIONS	204.00*	197.00*	203.00*	203.00*	203.00*	203.00*	203.00*	203.00*
TOTAL PROGRAM COST	19,540,966	16,746,457	20,202,402	20,847,402	19,847	19,847	19,847	19,847

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

PROGRAM ID: AGS-131

PROGRAM STRUCTURE NO: 110302

PROGRAM TITLE: INFORMATION PROCESSING SERVICES

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 REQUESTS FOR IP SVCS COMPLTD ON SCHED AS % TTL CMP	80	82	82	82	82	82	82	82
2 % OF PRODUCTION JOBS RUN ON SCHEDULE	99	99	99	99	99	99	99	99
3 PRODUCTION JOBS RERUN AS % OF TOTAL PRODUCTION JOB	1	1	1	1	1	1	1	1
4 COMPUTER DOWNTIME AS % OF TOTAL OPERATIONAL TIME	1	1	1	1	1	1	1	1
5 # TROUBLE CALLS RESOLVED AS % CALLS RECD BY NCU	100	100	100	100	100	100	100	100
6 USER EVALUATION OF QUALITY OF COMMUNICTN SVCS	85	85	85	85	85	85	85	85
PROGRAM TARGET GROUPS								
1 STATE USER AGENCIES	21	21	21	21	21	21	21	21
PROGRAM ACTIVITIES								
1 # COMPUTERS SPPTD AT STATE'S CENTRAL COMP FACILITY	15	15	15	15	15	15	15	15
2 NUMBER OF REFERRALS/REQUESTS REVIEWED	75	75	75	75	75	75	75	75
3 NUMBER OF IP APPLICATIONS DEVELOPED & MAINTAINED	70	72	72	72	72	72	72	72
4 # OF TROUBLE CALLS REC'D BY NETWORK CONTROL UNIT	15000	15000	15000	15000	15000	15000	15000	15000
5 # OF REPAIR & MAINTENANCE SERVICE CALLS RECEIVED	2750	2750	2750	2750	2750	2750	2750	2750
6 TOTAL # OF TELEPHONE STATIONS (SELEX, B-I'S, ETC)	18000	18000	18000	18000	18000	18000	18000	18000
7 TOTAL NO. OF VIDEO CONF CTRS ON NETWORKS	6	6	6	6	6	6	6	6
8 TOTAL NUMBER OF MICROWAVE SITES	12	14	15	15	15	15	15	15
PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):								
TAXES								
LICENSES, PERMITS AND FEES								
REVENUES FROM THE USE OF MONEY AND PROPERTY	24	24	24	24	24	24	24	24
REVENUE FROM OTHER AGENCIES: FEDERAL								
ALL OTHER								
CHARGES FOR CURRENT SERVICES	2,021	1,800	1,800	1,800	1,800	1,800	1,800	1,800
FINES, FORFEITS AND PENALTIES								
NON-REVENUE RECEIPTS								
TOTAL PROGRAM REVENUES	2,045	1,824	1,824	1,824	1,824	1,824	1,824	1,824
PROGRAM REVENUES BY FUND TO WHICH DEPOSITED (IN THOUSANDS OF DOLLARS):								
GENERAL FUND	24	24	24	24	24	24	24	24
ALL OTHER FUNDS	2,021	1,800	1,800	1,800	1,800	1,800	1,800	1,800
TOTAL PROGRAM REVENUES	2,045	1,824	1,824	1,824	1,824	1,824	1,824	1,824

Program Plan Narrative

AGS 131 Information Processing Services

11 03 02

A. Statement of Program Objectives

To improve the management and operation of all State agencies by providing effective, efficient, coordinated, and cost-beneficial computer and telecommunication services such that State program objectives may be more efficiently achieved.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

The program is requesting \$175,000 in FY 2006 and \$1,970,000 in FY 2007 to implement a statewide Information Technology (IT) disaster recovery plan (DRP) that will minimize the catastrophic effects of a disaster occurring at the State Data Center and/or other departmental data centers. With establishment of the disaster recovery plan at a Maui recovery site the state will have a statewide IT DRP that will minimize a disaster's impact to the services that the state provides to the public

The program is also requesting \$261,000 to establish a statewide information security office that will protect the state's information assets against threats, including cyber attacks.

Funding is also requested for land leases and equipment at the state's telecommunications sites. \$519,000 (FY 06) and \$219,000 (FY 07) is requested to address these issues in each year of the biennium. The sites are the backbone of the state's communication infrastructure. The leases and new equipment are essential for continued operation of the sites and continued support to statewide communication systems.

The program is also requesting \$233,304 to address a salary differential for eligible IT positions, and \$210,000 to address a funding shortfall in hardware maintenance costs in the state's data center, both of which are obligated costs for continued operations.

C. Description of Activities Performed

The program's major activities include:

1) Planning and Project Management. Provides planning, advice, assistance, and guidance in the proper and efficient use of information processing and telecommunications procedures, techniques, and systems development methodologies. Provides statewide information processing and telecommunications procedures, standards, and guidelines to ensure effective and compatible utilization of all computer resources in State government.

2) Client Services. Provides application systems development and maintenance services at two levels: statewide applications and department or agency specific applications. Provides systems analysis, systems design, and computer programming, application systems installation and client training, as well as post-installation support; provides assistance to clients in developing analytic and technical capabilities to enable them to plan and maintain their own systems and applications.

3) Technology Support Services. Provides planning, design, management, maintenance, coordination, and technical consulting and support for the State's emerging technologies programs. Provides technical consulting and expertise in computer hardware and software for the establishment and proper operation of local area networks, office automation, Internet, and Intranets. Provides support services to clients in the selection and utilization of public and government access systems and services to obtain information.

4) Systems Services. Provides systems software support and control programming; database management and operational support; installation and maintenance services for distributed systems; development, implementation, and maintenance of specialized systems software used in support of applications and control systems; analyses to improve the efficiency and capacity of computer systems; security of information; and guidance in the effective and efficient use of systems software.

5) Telecommunications Services. Plans, designs, engineers, upgrades, and manages the State's telecommunication infrastructure that delivers voice, data, video, and radio communications services to State agencies. Implements, manages, and supports public and private information systems.

6) Production Services. Operates a centralized computing facility and a distributed data communications network that provides comprehensive and efficient computing

services to all State agencies. Manages and implements production activities associated with electronic information processing. Plans, designs, implement, installs, and manages a physical security program to protect equipment, hardware, and software media. Provides hardware maintenance of microcomputers and telephones statewide.

D. Statement of Key Policies Pursued

Key policies which will be pursued during the 2006-2007 biennium include: (1) Improvements to the State's information processing and disaster recovery capabilities and services including 24X7 monitoring and trouble reporting and resolution of State telecom and e-government systems; implementation of the State Disaster Recovery Plan; upgrade and maintenance of computer, data communications, and data base management capabilities to support growth in user needs and to benefit from evolving technical advancements; (2) development of e-government services, to be accessed over the State's secured intranet, to improve efficiency of the State's business processes and responsiveness of public services; (3) update policies, methodologies, and systems to improve planning, budgeting, and management of technology based initiatives to re-engineer State business processes; (4) implementation of the goals and objectives identified in the 2000 State of Hawaii Strategic Information Technology Plan; and (5) development of technical support structures for government security policies and programs including creation of a security office in ICSD administration; upgrade of statewide radio/data communications infrastructure for State-US Coast Guard Anuenue partnership; federal/state/county interoperability issues for communications and information exchange.

E. Identification of Important Program Relationships

The Information Processing Services (IPS) program provides planning, consulting, development, maintenance, and computer applications processing services for essential statewide programs including Accounting, Payroll, Budgeting, Capital Improvements, Human Resources Application Information, Class Registration, and Unemployment Insurance (UI). The IPS program provides systems support, database management, and computer hosting/operations services for department-administered application systems including Hawaii Automated Welfare Information (HAWI) System, Offender Based Tracking System, Business Registration, Professional and Vocational Licensing, Integrated Tax Information Management System, KEIKI Child

Support Enforcement System, and Hawaii Employer-Union Benefits Trust Fund system.

The IPS program has numerous state level intergovernmental relations: 1) provides telecommunications services to the Legislative Branch, including telephone support and access to the Internet; 2) provides inter-island bandwidth to enable the Judiciary to deploy its telephone system statewide; 3) partnership with University of Hawaii, Department of Education, and Department of Commerce and Consumer Affairs for the development, management, and operation of the State's private telecommunications infrastructure branded Next Generation Network (NGN).

The IPS program has numerous county level intergovernmental relations: 1) provides telecommunications services to the counties to enable them to have inter-county and county-state network connectivity; 2) electronic based exchange of information, including Geographic Information System (GIS) data, is being developed; 3) joint IPS-county developments of key public safety radio communication sites on Oahu, Molokai, and Hawaii are in progress.

The IPS program has numerous federal level intergovernmental relations: 1) IPS is a founding member of the Hawaii Chapter of Infragard, an FBI sponsored cyber-security organization, along with the FBI, Navy Security, University of Hawaii, and Hawaiian Electric; 2) IPS is a partner with the US Coast Guard in the upgrade, management, and operation of the joint statewide public safety radio communications infrastructure known as Anuenue; 3) IPS is an active participant with the National Association of State Chief Information Officers (NASCIO) which serves as an advisor to the federal government in the development of the Department of Homeland Security.

The IPS program has relations in the private sector: 1) IPS provides payroll assignment data to banks, credit unions, and employees collective bargaining organizations; 2) IPS works closely with its hardware and software maintenance contractors to ensure that the State's telecommunications infrastructure and computer systems are operational and accessible to services such the Internet, intranet (HiGov.net), application systems and databases, internal and external email, video conferencing, and various information sources.

F. Description of Major External Trends Affecting the Program

The most influential external trend that is affecting the program is the initiative to improve the State's internal business processes to improve the quality of services to the public. The current focus is to identify manual-bound, or otherwise obsolete business processes that would be candidates to be re-engineered and developed with state-of-the-art technologies. The migration of internal business processes from manual to electronic bases would improve timeliness and responsiveness, reduce errors, and increase consistency of services. This initiative complements significant accomplishments by the State in providing numerous online services and information sources to the public via the Internet. Further improvements in the throughput and quality of these services to the public are expected as efficiencies in internal business processes are gained through the application of technology.

The threat of natural or human caused contingencies is an external trend that poses a continuous risk to state services provided by the program, ranging from minor power outages to major disasters. Any contingency, whether natural or deliberate, has the potential of disrupting the state's information infrastructure, and adversely impacting the availability of the state's public services. Protection of the State's systems, databases, and networks against disruptions of service, and the ability to recover and restore services when it happens is of paramount importance. The state's data center and telecommunications system are considered to be critical infrastructure by the Department of Homeland Security's definition. A State Backup/Disaster Recovery Plan to secure and restore the state's information assets has been developed, but resources are needed to implement it.

The frequency, variety, and insidiousness of cyber attacks on public and private organizations is on the rise, and the state has not been spared from this trend. The state is in dire need of a formal support structure, including dedicated staff, to organize and implement preventive and remedial measures against this ever-growing threat. This support structure does not exist in the state today. To shore up the state's defenses more effective detection, response, and tracking solutions are being actively researched by existing staff resources as additional duties. Success with this strategy is anecdotal at best, disorganized and contentious at worst, but is typically uncoordinated with many challenges.

Governance policies are being reviewed and redefined through a consensus process. Information technology (IT) related issues are being addressed including role of the

IPS, as the central information technology agency, and departmental information technology systems, staffing, and budgets; levels of approval authority for IT equipment and services; and standards to insure interoperability of systems and compatibility of data. The effective resolution of governance issues including policies, roles, and levels of authority will optimize the use of technology to improve the state's business processes, staff productivity, and ultimately, services to the public.

Frequent and innovative changes to information and communications technologies keep constant pressure on the program to keep up with emerging technologies, new products, and other developments. The program is also under pressure to proactively evaluate the applicability of these new developments for state programs and services. The double-edged nature of technology presents further challenges to the program.

These are moderate to long-termed trends that will continue to affect this program and other programs in the state, and IPS program must be assured of sufficient resources to meet the challenges and demands they present.

G. Discussion of Cost, Effectiveness, and Program Size Data

The biggest challenge has been the lack of adequate funding to accomplish all of the initiatives and priorities that are set forth. The goals have merit and if accomplished would provide the anticipated benefits and help to manage the size of government. Partial or lack of funding, however, handicaps the efforts.

H. Discussion of Program Revenue

Not applicable.

I. Summary of Analysis Performed

None.

J. Further Considerations

None.

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PROGRAM ID: AGS203
 PROGRAM STRUCTURE NO. 11030702
 PROGRAM TITLE: RISK MANAGEMENT

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	4.00*	4.00*	4.00*	4.00*	4.0*	4.0*	4.0*	4.0*
PERSONAL SERVICES	152,269	176,565	181,761	181,761	182	182	182	182
OTHER CURRENT EXPENSES	10,364,186	10,689,730	26,693,320	11,693,320	11,693	11,693	11,693	11,693
EQUIPMENT	104							
TOTAL OPERATING COST	10,516,559	10,866,295	26,875,081	11,875,081	11,875	11,875	11,875	11,875
BY MEANS OF FINANCING								
GENERAL FUND	339,872	416,295	425,081	425,081	425	425	425	425
REVOLVING FUND	10,176,687	10,450,000	26,450,000	11,450,000	11,450	11,450	11,450	11,450
TOTAL POSITIONS	4.00*	4.00*	4.00*	4.00*	4.00*	4.00*	4.00*	4.00*
TOTAL PROGRAM COST	10,516,559	10,866,295	26,875,081	11,875,081	11,875	11,875	11,875	11,875

PROGRAM ID: **AGS-203**
PROGRAM STRUCTURE NO: **11030702**
PROGRAM TITLE: **RISK MANAGEMENT**

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 FREQUENCY OF PROPERTY LOSSES	175	100	70	70	70	70	70	70
2 SEVERITY OF PROPERTY LOSSES	2590	1590	900	900	900	900	900	900
3 FREQUENCY OF PROPERTY LOSSES (CRIME)	1	3	3	3	3	3	3	3
4 SEVERITY OF PROPERTY LOSSES (CRIME)	0	40	40	40	40	40	40	40
5 FREQUENCY OF LIAB CLAIMS UP TO \$10,000	230	220	220	220	220	220	220	220
6 SEVERITY OF LIAB CLAIMS UP TO \$10,000	326	400	400	400	400	400	400	400
7 FREQUENCY OF AUTO LIABILITY CLAIMS	262	260	260	260	260	260	260	260
8 SEVERITY OF AUTO LIABILITY CLAIMS	374	350	350	350	350	350	350	350
PROGRAM TARGET GROUPS								
1 NO. OF STATE DEPARTMENTS & AGENCIES	20	20	20	20	20	20	20	20
2 NO. OF STATE OFFICIALS & EMPLOYEES	47400	47400	47400	47400	47400	47400	47400	47400
3 STATE BLDGS & CONTENTS (\$/MILLION)	12000	12000	12000	12000	12000	12000	12000	12000
4 NO. OF STATE VEHICLES	4629	4700	4500	4500	4500	4500	4500	4500
PROGRAM ACTIVITIES								
1 NO. OF PROPERTY LOSSES PROCESSED.	105	90	90	90	90	90	90	90
2 NO. OF PROPERTY LOSSES (CRIME) PROCESSED.	0	2	2	2	2	2	2	2
3 NO. OF LIABILITY INCIDENTS REPORTED.	90	120	130	130	130	130	130	130
4 NO. OF LIABILITY CLAIMS PROCESSED.	821	725	725	725	725	725	725	725
5 NO. OF AUTOMOBILE ACCIDENTS REPORTED	373	300	260	260	260	260	260	260
6 NO. OF AUTO LIABILITY CLAIMS PROCESSED	262	200	175	175	175	175	175	175
PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):								
TAXES								
LICENSES, PERMITS AND FEES								
REVENUES FROM THE USE OF MONEY AND PROPERTY	299	350	350	350	350	350	350	350
REVENUE FROM OTHER AGENCIES: FEDERAL								
ALL OTHER								
CHARGES FOR CURRENT SERVICES	10,993	10,450	10,450	10,450	10,450	10,450	10,450	10,450
FINES, FORFEITS AND PENALTIES								
NON-REVENUE RECEIPTS	201	223	223	223	223	223	223	223
TOTAL PROGRAM REVENUES	11,493	11,023	11,023	11,023	11,023	11,023	11,023	11,023
PROGRAM REVENUES BY FUND TO WHICH DEPOSITED (IN THOUSANDS OF DOLLARS):								
ALL OTHER FUNDS	11,493	11,023	11,023	11,023	11,023	11,023	11,023	11,023
TOTAL PROGRAM REVENUES	11,493	11,023	11,023	11,023	11,023	11,023	11,023	11,023

A. Statement of Program Objectives

The objective of this program is to operate a comprehensive risk management and insurance program to protect the State against catastrophic losses and to minimize total cost of risk.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

The program is requesting an emergency appropriation to increase the spending ceiling from \$10,450,000 to \$35,450,000 for FY2005 and to \$26,450,000 for FY 2006 and to \$11,450,000 for FY 2007 to cover anticipated flood losses arising from October 30, 2004 and fire losses. No new programs are being proposed at this time. The program is in compliance with Section 37-68(1)(A)(B).

C. Description of Activities Performed

Activities performed include identifying and analyzing automobile, property and liability exposures, determining the frequency and severity of losses, and forecasting of losses to determine the most economical way of financing losses and to develop methods of minimizing exposures to loss. Other activities include claims investigations, processing and tracking.

D. Statement of Key Policies Pursued

The State Risk Management and Insurance Administration, Chapter 41D, HRS, provides the program the authority to and the responsibility of financing or preventing catastrophic losses to the State government. It is the policy of the program to support the Hawaii State Plan in ways that will ensure financial integrity, accountability, and efficiency in government operations through the management or risk.

E. Identification of Important Program Relationships

There are no significant program relationships with Federal, City and County and private sector programs.

F. Description of Major External Trends Affecting the Program

The only major external trend that affects this program is the varying cost to purchase catastrophic insurance.

G. Discussion of Cost, Effectiveness and Program Size Data

The State Risk Management Revolving Fund was established to centralize the financing of losses. Statewide property, crime and liability insurance policies are purchased to protect against catastrophic losses. Due to the fluctuating insurance markets, the cost of insurance has increased significantly and is expected to continue to increase for the next few years. Losses however appear to remain level. Loss control services, to protect the State's assets and provide a safe environment and ensure uninterrupted service to the public, are being conducted by the insurance broker. Claims adjusting services are done entirely in-house which have reduced the adjusting cost and has improved quality and productivity.

H. Discussion of Program Revenue

The State Risk Management Revolving Fund receives proceeds from insurance settlements and restitutions, and interests from participation in the Statewide investment pool on unexpended funds.

I. Summary of Analysis Performed

None.

J. Further Considerations

None.

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PROGRAM ID: AGS211
 PROGRAM STRUCTURE NO. 11030703
 PROGRAM TITLE: LAND SURVEY

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	18.00*	17.00*	17.00*	17.00*	17.0*	17.0*	17.0*	17.0*
PERSONAL SERVICES	757,647	746,621	777,987	777,987	778	778	778	778
OTHER CURRENT EXPENSES	39,649	335,776	327,802	327,802	328	328	328	328
EQUIPMENT	29,607							
TOTAL OPERATING COST	826,903	1,082,397	1,105,789	1,105,789	1,106	1,106	1,106	1,106
BY MEANS OF FINANCING								
GENERAL FUND	18.00*	17.00*	17.00*	17.00*	17.0*	17.0*	17.0*	17.0*
INTERDEPT. TRANSFER	826,903	797,397	820,789	820,789	821	821	821	821
		285,000	285,000	285,000	285	285	285	285
TOTAL POSITIONS	18.00*	17.00*	17.00*	17.00*	17.00*	17.00*	17.00*	17.00*
TOTAL PROGRAM COST	826,903	1,082,397	1,105,789	1,105,789	1,106	1,106	1,106	1,106

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

PROGRAM ID: AGS-211
 PROGRAM STRUCTURE NO: 11030703
 PROGRAM TITLE: LAND SURVEY

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 % OF REQUESTS FOR FIELD SURVEYS COMPLETED	100	100	100	92	92	92	92	92
2 % OF REQUESTS FOR DESCRIPTIONS OF LANDS MET	60	60	60	55	55	55	55	55
3 AVE TIME TO COMPLETE PROCESSING OF LC & FP MAPS	15	15	15	15	15	15	15	15
4 AVE TIME FROM SUBMISSN TO COMPL PROCESSG (DAYS)	10	10	10	10	10	10	10	10
5 AVE TIME TO COMPLETE RESEARCH, FILE REPORT	40	40	40	40	40	40	40	40
PROGRAM TARGET GROUPS								
1 STATE-OWNED LANDS INCL SCH(NO OF REQ-FIELD SURVEY)	25	25	25	25	25	25	25	25
2 STATE-OWNED LANDS INCL SCH(NO OF REQ FOR DESCRIP)	110	110	110	110	110	110	110	110
3 OWNERS OF LD CT & OTHER LANDS(TOTAL NO MAPS RECD)	310	310	310	310	310	310	310	310
4 OWNERS OF BEACHFRONT PROPRTY(TTL NO CERT REQ RECD)	200	200	200	200	200	200	200	200
PROGRAM ACTIVITIES								
1 NO OF REQUESTS FOR FIELD SURVEYS COMPLETED	23	23	23	23	23	23	23	23
2 NO OF REQUESTS FOR DESCRIPTION OF LANDS COMPLETED	60	60	60	60	60	60	60	60
3 NO OF LD AND FP MAPS COMPLETED	250	250	250	250	250	250	250	250
4 NO OF SHORELINE CERTIFICATIONS COMPLETED	180	180	180	180	180	180	180	180
PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):								
TAXES								
LICENSES, PERMITS AND FEES								
REVENUES FROM THE USE OF MONEY AND PROPERTY								
REVENUE FROM OTHER AGENCIES: FEDERAL								
ALL OTHER								
CHARGES FOR CURRENT SERVICES	87	77	77	77	77	77	77	77
FINES, FORFEITS AND PENALTIES								
NON-REVENUE RECEIPTS								
TOTAL PROGRAM REVENUES	87	77	77	77	77	77	77	77
PROGRAM REVENUES BY FUND TO WHICH DEPOSITED (IN THOUSANDS OF DOLLARS):								
GENERAL FUND	87	77	77	77	77	77	77	77
TOTAL PROGRAM REVENUES	87	77	77	77	77	77	77	77

Program Plan Narrative

AGS 211 Land Survey

11 03 07 03

A. Statement of Program Objectives

To assist in protecting the rights of public and private land ownership by providing field survey services and descriptions of surveyed lands.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

No new programs are being proposed at this time. The program is in compliance with Section 37-68(1)(A)(B).

C. Description of Activities Performed

Major activities include statewide field surveying services and furnishing of maps and descriptions of all government and selected private lands as a service to State Agencies who require this program's technical assistance. Maps and descriptions are utilized by these agencies for various types of land transactions.

Checking and processing all Land Court and File Plan maps referred by the Land Court and the Bureau of Conveyances, respectively, prior to these maps being adjudicated and recorded.

Assist DLNR by reviewing all shoreline applications statewide. Maps are reviewed, checked on the ground as needed and recommendations forwarded to the Chairman of the Board of Land and Natural Resources.

The State is now required to respond through our Circuit Courts to all "Quiet Title Actions" in which the State of Hawaii is cited as Defendant. The interest of the State as well as the general public are thoroughly researched and reported to the Attorney General. Involvement in litigation as expert witness would follow in some of the cases.

D. Statement of Key Policies Pursued

In support of the Hawaii State Plan, it is the program's policy to provide office and field land surveying services to facilitate the achievements of priority directives of the Agencies serviced. Included as part of the policy is the protection of the State Government's and individuals property rights.

For the State's socio-cultural advancement with regard to housing, the program will assist in effectively accommodating the housing needs of Hawaii's people. Subdivision maps submitted by the Housing and Community Development Corporation, Department of Hawaiian Home Lands and the private sector are checked and processed in a timely manner.

To aid in exercising an overall conservation ethic in the use of Hawaii's resources, the program reviews all shoreline certification applications to insure conformance with existing shoreline statutes.

E. Identification of Important Program Relationships

Although essential activities exist between this program and those of other government agencies as well as others in the private sector, respective objectives of the parties involved are distinct and do not warrant integration.

On land litigations, the Department of the Attorney General relies very heavily on the Staff's expertise and professional knowledge and for Court appearances as expert witness.

F. Description of Major External Trends Affecting the Program

The amendment to Chapters 205 and 669, dealing with the Shoreline Setback Act and "Quiet Title Actions", respectively, significantly increased the program's as well as the Attorney General's workload. This mandatory involvement has paid some unexpected dividends for the public. Special attention is concentrated in preserving the public's rights to access along our beautiful beaches, forest lands and our numerous historic sites. In addition, previously unaccounted for old school grants, government remnants, government roads, etc. has been claimed on behalf of the State. Numerous illegal use of Government lands especially along our shorelines have been detected and reported to the Department of Land and Natural Resources. Subsequent actions by the Department of Land and Natural Resources have resulted in the sale or lease of these filled lands or assessment of penalties, resulting in an increase in revenue for the State of Hawaii.

G. Discussion of Cost, Effectiveness and Program Size Data

Acquisition of microcomputers and electronic surveying instruments has expedited services to the public and government agencies requesting maps and survey information. However, limited funding and reduction of staffing reflects the program's current backlog.

For the budget and planning periods, cost effectiveness and program-size data reflect program output at a current level.

H. Discussion of Program Revenue

Revenues for this program are derived from the sale of copies of maps and descriptions and prints of Land Court and File Plan maps. Charges are also assessed for the checking and processing of all Land Court and File Plan subdivision maps and field check of original Land Court Applications.

I. Summary of Analysis Performed

An in-depth program analysis has not been performed for this program.

J. Further Considerations

Rapidly changing technology in the field of computers and surveying equipment requires the program's constant need to update its software and equipment. The continued observations of the latest developments in equipment methodology are a necessary ingredient for a successful operation.

PROGRAM ID: AGS221
PROGRAM STRUCTURE NO. 11030801
PROGRAM TITLE: CONSTRUCTION

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	18.00*	17.00*	17.00*	17.00*	17.0*	17.0*	17.0*	17.0*
PERSONAL SERVICES	1,907,309	2,480,594	2,490,555	2,490,555	2,491	2,491	2,491	2,491
OTHER CURRENT EXPENSES	1,048,401	2,650,000	2,650,000	2,650,000	2,650	2,650	2,650	2,650
EQUIPMENT	25,646							
MOTOR VEHICLE	19,500							
TOTAL OPERATING COST	3,000,856	5,130,594	5,140,555	5,140,555	5,141	5,141	5,141	5,141
BY MEANS OF FINANCING								
GENERAL FUND	932,928	1,130,594	1,140,555	1,140,555	1,141	1,141	1,141	1,141
REVOLVING FUND	2,067,928	4,000,000	4,000,000	4,000,000	4,000	4,000	4,000	4,000
CAPITAL IMPROVEMENT COSTS								
PLANS	7,506,000	7,547,000	8,597,000	8,497,000				
LAND ACQUISITION	1,000	51,000	52,000	2,000				
DESIGN	694,000	1,050,000	1,449,000	1,002,000				
CONSTRUCTION	1,692,000	701,000	7,201,000	14,211,000				
EQUIPMENT	6,000	6,000	201,000	688,000				
TOTAL CAPITAL EXPENDITURES	9,899,000	9,355,000	17,500,000	24,400,000				
BY MEANS OF FINANCING								
G.O. BONDS	9,899,000	8,705,000	17,500,000	24,400,000				
OTHER FED. FUNDS		650,000						
TOTAL POSITIONS	18.00*	17.00*	17.00*	17.00*	17.00*	17.00*	17.00*	17.00*
TOTAL PROGRAM COST	12,899,856	14,485,594	22,640,555	29,540,555	5,141	5,141	5,141	5,141

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

PROGRAM ID: AGS-221
 PROGRAM STRUCTURE NO: 11030801
 PROGRAM TITLE: CONSTRUCTION

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 AVER PRE-BID CONST EST AS % AVER BID PRICE	111	100	100	100	100	100	100	100
2 AVER VARIANCE BETW ORIG EST & ACT CONST COMPL DATE	1	1	1	1	1	1	1	1
3 AVER VARIANCE BETW ORIG EST & ACT BID OPENING DATE	2	3	3	3	3	3	3	3
4 AV COST NON-USER CHG ORDERS AS % AV ACT CONST COST	1.5	3	3	3	3	3	3	3
PROGRAM TARGET GROUPS								
1 CAPITAL IMPROV APPROPRIATIONS (IN \$100,000)	2343	2000	2000	2000	2000	2000	2000	2000
2 REPAIRS & MAINTENANCE OF PUBLIC SCHOOLS (\$100,000)	1.3	20	20	20	20	20	20	20
3 PUBLIC BLDGS, REPAIRS & ALTERATIONS (IN \$100,000)	0.03	2	2	2	2	2	2	2
PROGRAM ACTIVITIES								
1 TTL COSTS OF FAC OR PROJECT UNDER DESIGN (\$MILL)	452	500	500	500	500	500	500	500
2 PROJ UNDER CONSTRUCTION DURING FY (EST COST \$MILL)	464	300	300	300	300	300	300	300
PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):								
TAXES								
LICENSES, PERMITS AND FEES								
REVENUES FROM THE USE OF MONEY AND PROPERTY	61	63	63	63	63	63	63	63
REVENUE FROM OTHER AGENCIES: FEDERAL								
ALL OTHER								
CHARGES FOR CURRENT SERVICES	7,963	2,580	1,175	1,175	1,176	1,176	1,176	1,176
FINES, FORFEITS AND PENALTIES	1							
NON-REVENUE RECEIPTS	53,705	60,740	60,740	60,740	60,740	60,740	60,740	60,740
TOTAL PROGRAM REVENUES	61,730	63,383	61,978	61,978	61,979	61,979	61,979	61,979
PROGRAM REVENUES BY FUND TO WHICH DEPOSITED (IN THOUSANDS OF DOLLARS):								
ALL OTHER FUNDS	1,930	1,978	1,978	1,978	1,979	1,979	1,979	1,979
SPECIAL FUNDS	59,798	61,405	60,000	60,000	60,000	60,000	60,000	60,000
GENERAL FUND	1							
TOTAL PROGRAM REVENUES	61,729	63,383	61,978	61,978	61,979	61,979	61,979	61,979

Program Plan Narrative

AGS 221: CONSTRUCTION

11 03 08 01

A. Statement of Program Objectives

The objective of this program is to ensure provision of approved physical facilities necessary for the effective operation of State programs by providing timely and economical design and construction services within assigned areas of responsibility.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

No new programs are being proposed at this time. The program is in compliance with Section 37-68(1)(A)(B).

C. Description of Activities Performed

The program provides centralized architectural and engineering services to DAGS and other departments of the Executive Branch, and to the Judiciary and Legislature as delegated or upon request. It conducts site selection studies, coordinates the acquisition of land; master plans proposed improvements to the sites; designs and constructs the buildings, facilities and other improvements; acquires furniture and equipment for these facilities; reviews office space needs for all departments; and prepares and implements long-range facility plans for meeting administrative space requirements of all agencies.

D. Statement of Key Policies Pursued

In designing facilities, spaces provided are optimized in terms of size, use, configuration, location, and necessary utilities. The program attempts to provide these spaces as effectively as possible, by striking a balance between aesthetics, function, materials and cost.

Costs for operation and maintenance are also factored into the design by incorporating energy efficient systems for elements such as lighting, electrical systems, water heating, and ventilation systems. Finally, the program is concerned with expediting the design and construction so that the facilities will be available for use by user agencies when needed and when funds are available.

E. Identification of Important Program Relationships

The dollar value of appropriations and number of projects that designate DAGS as the expending agency vary annually. These projects are implemented upon request by user agencies. Therefore, the program's target group size workload is dependent to a large degree on work requested by other agencies and the types of projects for which appropriations are received.

F. Description of Major External Trends Affecting the Program

Act 51, Session Laws of Hawaii 2004, transfers certain rights, powers, functions, duties and resources of DAGS to the Department of Education effective July 1, 2005, unless repealed or amended by subsequent legislation.

The program supports the intent of Act 51 to reduce bureaucracy and to improve responsiveness and service delivery to the DOE. However, should a portion of current positions, estimated at over half of the program's staffing, be transferred to the DOE, this may have a major impact on the program's ability to provide support and timely construction services to all other state agencies.

Hawaii's economic condition, tax revenues and demographics affect competition for construction projects (i.e., bid prices and numbers of bidders), the number of projects and dollar amounts appropriated for projects, and types of projects assigned to the program (e.g., new construction, renovations, repairs and maintenance, furniture/equipment, etc.).

Additionally, State policies, rules, and laws relating to procurement, labor wage rates, natural and man-made disasters, and cost of materials and supplies such as fuel, lumber, and steel are other factors which affect the program's measures.

G. Discussion of Cost, Effectiveness, and Program Size Data

During Fiscal Year 2003-2004, bids received for construction projects averaged 11% lower than pre-bid construction estimates, continuing the competitive bidding trend experienced with fewer remaining bidders due to the weaker economy and post-September 11, 2001 downturns. Bids were opened on the average of one month earlier than projected. Non-user change orders increased the average actual construction cost by 1.5% rather than the anticipated target of 3% due in part to diligent staff oversight and clearer expectations.

The total amount appropriated or delegated to the program for capital improvement projects (CIP) was \$234,300,000; for repairs and maintenance of public schools (R&M), \$130,000; and for repairs and alterations of public buildings managed by DAGS (R&A), \$30,000.

During the same fiscal year, the program managed \$452,000,000 in total costs of facilities or projects under design; and managed \$464,000,000 in projects under construction.

H. Discussion of Program Revenue

Except for minor amounts such as rent collected (\$120 per year) and annual interest earned on an investment pool account managed for capital improvement projects (CIP) by the Department of Budget and Finance, this program does not generate any other revenue.

I. Summary of Analysis Performed

Analyses have been conducted on workload, work processes and staffing to determine amount of services rendered to the DOE in the event of transfers per Act 51, the effect of such transfers on the program and its ability to continue effective levels of support to other agencies statewide. The program is also exploring ways to increase its customer base and to internally streamline procedures to operate more efficiently.

J. Further Considerations

This program has no further considerations.

PROGRAM ID: AGS223
PROGRAM STRUCTURE NO. 11030704
PROGRAM TITLE: OFFICE LEASING

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
CURRENT LEASE PAYMENTS								
OTHER CURRENT EXPENSES	4,739,600	4,739,600	4,739,600	4,739,600	4,740	4,740	4,740	4,740
TOTAL CURRENT LEASE PAYMENTS C	4,739,600	4,739,600	4,739,600	4,739,600	4,740	4,740	4,740	4,740
BY MEANS OF FINANCING								
GENERAL FUND	4,739,600	4,739,600	4,739,600	4,739,600	4,740	4,740	4,740	4,740
OPERATING COST	5.00*	4.00*	4.00*	4.00*	4.0*	4.0*	4.0*	4.0*
PERSONAL SERVICES	227,908	191,864	202,768	202,768	203	203	203	203
OTHER CURRENT EXPENSES	12,069,128	12,367,039	12,255,115	12,255,115	12,255	12,255	12,255	12,255
TOTAL OPERATING COST	12,297,036	12,558,903	12,457,883	12,457,883	12,458	12,458	12,458	12,458
BY MEANS OF FINANCING								
GENERAL FUND	7,094,510	7,058,903	6,957,883	6,957,883	6,958	6,958	6,958	6,958
INTERDEPT. TRANSFER	5,202,526	5,500,000	5,500,000	5,500,000	5,500	5,500	5,500	5,500
TOTAL POSITIONS	5.00*	4.00*	4.00*	4.00*	4.00*	4.00*	4.00*	4.00*
TOTAL PROGRAM COST	17,036,636	17,298,503	17,197,483	17,197,483	17,198	17,198	17,198	17,198

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

PROGRAM ID: AGS-223
 PROGRAM STRUCTURE NO: 11030704
 PROGRAM TITLE: OFFICE LEASING

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 # LEASING SVCS REQUESTS PROC AS % REQ RECEIVED	98	98	98	98	98	98	98	98
2 AV # DAYS FROM REQUEST TO EXECUTED LEASE	195	195	195	195	195	195	195	195
3 # LEASE PAYMTS TO VENDORS COMPL BY PAYMT DUE DATE	1908	1956	1956	1956	1956	1956	1956	1956
PROGRAM TARGET GROUPS								
1 TOTAL NUMBER OF STATE DEPARTMENTS OR AGENCIES	16	16	16	16	16	16	16	16
PROGRAM ACTIVITIES								
1 NO. OF REQUESTS FOR OFFICE LEASING SERVICES	36	50	50	50	50	50	50	50
2 NO. OF OFFICE LEASES CONSUMMATED	20	35	35	35	35	35	35	35
3 NO. OF OFFICE LEASE PAYMENTS COMPLETED	1908	1956	1956	1956	1956	1956	1956	1956
PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):								
TAXES								
LICENSES, PERMITS AND FEES								
REVENUES FROM THE USE OF MONEY AND PROPERTY	6,139	5,399	5,399	5,399	5,399	5,399	5,399	5,399
REVENUE FROM OTHER AGENCIES: FEDERAL								
ALL OTHER								
CHARGES FOR CURRENT SERVICES								
FINES, FORFEITS AND PENALTIES								
NON-REVENUE RECEIPTS								
TOTAL PROGRAM REVENUES	6,139	5,399	5,399	5,399	5,399	5,399	5,399	5,399
PROGRAM REVENUES BY FUND TO WHICH DEPOSITED (IN THOUSANDS OF DOLLARS):								
ALL OTHER FUNDS	5,202	5,360	5,360	5,360	5,360	5,360	5,360	5,360
GENERAL FUND	936	39	39	39	39	39	39	39
TOTAL PROGRAM REVENUES	6,138	5,399	5,399	5,399	5,399	5,399	5,399	5,399

Program Plan Narrative

AGS 223 Office Leasing

11 03 07 04

A. Summary of Program Objectives

The objective of this program is to provide centralized office leasing services to user agencies in the acquisition of any office space in a nonstate-owned building in compliance with Section 171-30, Hawaii Revised Statutes.

B. Description of Request and Compliance with Section 37-68 (1)(A)(B)

The program has no budget requests, and is in compliance with Section 37-68 (1) (A) (B).

C. Description of Activities Performed

This program provides leasing services for all state agencies of the Executive Branch, with the exception of Hawaii Community Development Authority, Housing and Community Development Corporation of Hawaii, and the University of Hawaii. It assists user agencies in assessing their lease space needs and complying with office space standards, locates suitable office space, negotiates lease terms and conditions including provisions for tenant improvements, prepares lease agreements, and processes applicable leases for recordation at the Bureau of Conveyances. The program staff act as tenant representatives by initiating and/or coordinating and managing necessary renovation projects for leased office space; monitoring and ensuring the delivery of proper services provided for in leases such as air conditioning, custodial and grounds maintenance, and coordinating with the department's Central Services Division in providing building operation services where applicable. The program tracks existing leases and renegotiates each as required.

The program processes requests for lease payments, and bills and collects lease rent reimbursements from user agencies, as applicable.

D. Statement of Key Policies Pursued

The program collects and compiles data for determining geographic lease cost indexes, conducts market surveys and other data to determine current and future trends in the commercial office market. The key policies of cost effectiveness and service pursued by the program are in keeping with the objectives and policies of the Hawaii State Plan and the interim planning documents.

E. Identification of Important Program Relationships

The program services all state departments of the Executive Branch upon request and is sensitive to the needs of the user agencies as well as applicable funding and other restrictions or requirements. Timely completion of office lease arrangements can have a direct impact on the program in providing services to other state agencies and to the general public.

Office space and most of the related building services are usually contracted for through private sector landlords. Lease rental payments as well as compliance with lease terms and conditions are contractual obligations of the State.

F. Description of Major External Trends Affecting the Program

The Honolulu office market appears healthy, as a result of positive economic conditions in Hawaii. The business sector has experienced increased growth and improvement, the job market has been one of the strongest in the nation, and our unemployment figures are the lowest in the country. Honolulu's office market is continuing to post positive absorption of office space, as more than 250,000 square feet of space was leased to new tenants over the last year, and vacancy rates fell from about 13.75% at mid-year 2003 to 11% at mid-year 2004.

Honolulu's commercial real estate professionals are generally upbeat, and feel that Honolulu's office market may start reflecting rental rate increases by the end of this calendar year. The reasons for this include our healthy economy, positive absorption of office space and decreasing vacancy rates, increases in building operating expenses due to the higher cost of electricity, and increasing real property taxes and vendor services. Also, due to recent sales of notable office buildings, new owners will be seeking to meet the yields from such investments.

On the outer islands, gross rental rates for office space near main business districts continue to match or exceed the Honolulu Central Business District's lease rates. Besides the positive economic conditions experienced by the outer islands, other contributing factors include the higher cost of electricity, and the lack of inventory.

Assuming that Honolulu's economic conditions will continue to improve and positively impact the commercial real estate market, we will experience a more notable shift beginning next year, with rising asking rents, less favorable lease terms, and reduced incentives offered by lessors.

G. Discussion of Cost, Effectiveness, and Program Size Data

The Leasing Program is continuing to pursue the reduction of office space and related cost reductions through lease terminations, rent renegotiations, and consolidation of office space. However, requests for new space and expansion of existing offices are continuing for certain departments in order to meet requirements relating to federal mandates such as "No Child Left Behind" and other legislation, disaster preparedness, etc.

H. Discussion of Program Revenue

The program does not generate revenue.

I. Summary of Analysis Performed

The program continues to operate under policies of the Hawaii State Plan and departmental goals and objectives. Reduction in state-wide office leasing cost is a major objective of the program.

J. Further Considerations

There are no further considerations.

PROGRAM ID: AGS231
 PROGRAM STRUCTURE NO. 11030802
 PROGRAM TITLE: CUSTODIAL SERVICES

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM EXPENDITURES	-IN DOLLARS-				-IN THOUSANDS-			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	154.50*	154.50*	154.50*	154.50*	154.5*	154.5*	154.5*	154.5*
PERSONAL SERVICES	3,838,624	3,932,599	4,304,854	4,304,854	4,305	4,305	4,305	4,305
OTHER CURRENT EXPENSES	8,354,950	8,306,592	11,193,997	11,193,997	11,194	11,194	11,194	11,194
EQUIPMENT	12,594							
TOTAL OPERATING COST	12,206,168	12,239,191	15,498,851	15,498,851	15,499	15,499	15,499	15,499
BY MEANS OF FINANCING	154.50*	154.50*	154.50*	154.50*	154.5*	154.5*	154.5*	154.5*
GENERAL FUND	11,296,241	11,286,446	14,546,106	14,546,106	14,546	14,546	14,546	14,546
SPECIAL FUND	58,744	58,744	58,744	58,744	59	59	59	59
INTERDEPT. TRANSFER	851,183	894,001	894,001	894,001	894	894	894	894
TOTAL POSITIONS	154.50*	154.50*	154.50*	154.50*	154.50*	154.50*	154.50*	154.50*
TOTAL PROGRAM COST	12,206,168	12,239,191	15,498,851	15,498,851	15,499	15,499	15,499	15,499

PROGRAM ID: **AGS-231**
PROGRAM STRUCTURE NO: **11030802**
PROGRAM TITLE: **CUSTODIAL SERVICES**

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 SERVICE EVALUATIONS FROM INTERNAL INSPECTIONS	80	80	80	80	80	80	80	80
2 OCCUPANT'S EVALUATION OF CUSTODIAL SERVICES	80	80	80	80	80	80	80	80
PROGRAM TARGET GROUPS								
1 TOTAL ASSIGNED BUILDINGS	78	78	78	78	78	78	78	78
PROGRAM ACTIVITIES								
1 TOTAL NUMBER OF WORK STATIONS (JANITOR II)	132	132	132	132	132	132	132	132
2 NUMBER OF SQUARE FEET SERVICED (IN MILLIONS)	2.7	2.7	2.7	2.7	2.7	2.7	2.7	2.7
PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):								
TAXES								
LICENSES, PERMITS AND FEES								
REVENUES FROM THE USE OF MONEY AND PROPERTY	4	15	15	15	15	15	15	15
REVENUE FROM OTHER AGENCIES: FEDERAL								
ALL OTHER								
CHARGES FOR CURRENT SERVICES	910	953	953	953	953	953	953	953
FINES, FORFEITS AND PENALTIES								
NON-REVENUE RECEIPTS								
TOTAL PROGRAM REVENUES	914	968	968	968	968	968	968	968
PROGRAM REVENUES BY FUND TO WHICH DEPOSITED (IN THOUSANDS OF DOLLARS):								
GENERAL FUND	4	15	15	15	15	15	15	15
ALL OTHER FUNDS	851	894	894	894	894	894	894	894
SPECIAL FUNDS	59	59	59	59	59	59	59	59
TOTAL PROGRAM REVENUES	914	968	968	968	968	968	968	968

Program Plan Narrative

AGS 231 Custodial Services

11 03 08 02

A. Statement of Program Objectives

To maintain assigned public buildings in a clean and safe condition by providing a variety of custodial services.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

A program workload adjustment of \$3 million for electricity payments is being proposed to address budget shortfalls caused by a dramatic and steady rise in world oil prices.

C. Description of Activities Performed

The program performs building management functions for assigned facilities statewide. With the complexity of mechanical systems found in newer buildings and progressive aging of existing ones, program responsibilities and scope of work have significantly increased. In order to meet these challenges, management initiatives have been implemented that places greater emphasis on the "user as client" relationship. In this respect, an Internet based work order request system has been implemented for assigned public facilities on Oahu.

The major activities provided by this program include:

a) building management functions to address, respond and evaluate user and occupant concerns; b) monitoring maintenance contracts; c) providing housekeeping services; d) ensuring that preventative maintenance and alteration functions are performed adequately and in a timely manner; and f) establishing energy management policy and monitoring of energy consumption for all assigned buildings.

D. Statement of Key Policies Pursued

The program supports Chapter 226-14 the Hawaii State Plan which are to accommodate the custodial requirements of agencies housed in DAGS managed facilities. Additionally, energy conservation and efficiency practices are promoted through a computerized system that monitors and controls air conditioning use in major buildings on Oahu. These activities are pursued in accordance with Chapter 226-18 of the Hawaii State Plan.

E. Identification of Important Program Relationships

The program is not involved in any significant relationships with other agencies.

F. Description of Major External Trends Affecting the Program

The dramatic rise in world oil prices has created an overall shortfall of approximately \$3.9 million for the current fiscal year. Of this amount, \$714,000 in unpaid bills was carried over from the previous fiscal year.

G. Discussion of Cost, Effectiveness and Program Size Data

Program effectiveness and costs are controlled through the development of standardized work procedures for janitorial staff, careful selection of cleaning products, monitoring of equipment maintenance contracts, preventative maintenance activity, customer satisfaction surveys, and energy conservation practices. Program size data will remain constant for the coming biennium, as no new facilities are planned to be added to the existing building inventory.

H. Discussion of Program Revenue

The program generates approximately \$2,500 per year in locker rentals to employees at various locations within the downtown civic center on Oahu. In addition, approximately \$3,400 per year is received from Verizon Hawaii for the placement of pay phones within State facilities.

I. Summary of Analysis Performed

There are no recent studies which have been performed on this program.

J. Further Considerations

None.

PROGRAM ID: AGS232
PROGRAM STRUCTURE NO. 11030803
PROGRAM TITLE: GROUNDS MAINTENANCE

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	41.50*	40.50*	40.50*	40.50*	40.5*	40.5*	40.5*	40.5*
PERSONAL SERVICES	984,499	1,072,217	1,167,062	1,167,062	1,166	1,166	1,166	1,166
OTHER CURRENT EXPENSES	246,830	259,901	246,679	246,679	248	248	248	248
EQUIPMENT	756							
MOTOR VEHICLE	7,000							
TOTAL OPERATING COST	1,239,085	1,332,118	1,413,741	1,413,741	1,414	1,414	1,414	1,414
BY MEANS OF FINANCING								
GENERAL FUND	1,239,085	1,332,118	1,413,741	1,413,741	1,414	1,414	1,414	1,414
TOTAL POSITIONS	41.50*	40.50*	40.50*	40.50*	40.50*	40.50*	40.50*	40.50*
TOTAL PROGRAM COST	1,239,085	1,332,118	1,413,741	1,413,741	1,414	1,414	1,414	1,414

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

PROGRAM ID: AGS-232
 PROGRAM STRUCTURE NO: 11030803
 PROGRAM TITLE: GROUNDS MAINTENANCE

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 EVALUATIONS FROM INTERNAL INSPECTIONS	85	85	85	85	85	85	85	85
PROGRAM TARGET GROUPS								
1 TOTAL NUMBER OF FACILITIES	119	119	119	119	119	119	119	119
PROGRAM ACTIVITIES								
1 NUMBER OF GROUNDSKEEPING POSITIONS	34	34	34	34	34	34	34	34
2 TOTAL ACREAGE SERVICED	106.3	106.3	106.3	106.3	106.3	106.3	106.3	106.3
3 NUMBER OF REFUSE COLLECTION SITES	28	28	28	28	28	28	28	28

PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):

TAXES
 LICENSES, PERMITS AND FEES
 REVENUES FROM THE USE OF MONEY AND PROPERTY
 REVENUE FROM OTHER AGENCIES: FEDERAL
 ALL OTHER
 CHARGES FOR CURRENT SERVICES
 FINES, FORFEITS AND PENALTIES
 NON-REVENUE RECEIPTS

TOTAL PROGRAM REVENUES

Program Plan Narrative

AGS 232 Grounds Maintenance

11 03 08 03

A. Statement of Program Objectives

To maintain the grounds surrounding assigned public buildings in a neat and attractive condition by providing a variety of grounds maintenance services.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

Not applicable.

C. Description of Activities Performed

In order to achieve its objective, the program provides services through three major activities: a) groundskeeping; b) refuse collection; and c) grounds support services.

The groundskeeping activity is concerned with the continuous maintenance and upkeep of assigned grounds, consisting of grass and planted areas. Tasks involve promoting proper growth and appearance through appropriate watering, weeding, raking, trimming and mowing.

Refuse collection consists of timely pickups and disposal of office generated rubbish within the downtown civic center complex on Oahu as well as some outlying areas.

Grounds support services consist of tree trimming, sprinkler repair and maintenance, and application of herbicides, fertilizer, and other chemicals for proper control of vegetation.

D. Statement of Key Policies Pursued

The program supports Chapter 226-12 of the Hawaii State Plan which promotes the visual and aesthetic enjoyment of natural features that surround public facilities.

E. Identification of Important Program Relationships

The program is not involved in any significant relationships with other agencies.

F. Description of Major External Trends Affecting the Program

Not applicable.

G. Discussion of Cost, Effectiveness and Program Size Data

Program costs are controlled through the development of standardized work procedures, bulk purchases and competitive bidding practices. Effectiveness is measured through workload statistics, internal inspections and survey of user satisfaction.

Program size data will remain constant for the coming biennium, as no new facilities are planned to be added to the existing grounds maintenance inventory.

H. Discussion of Program Revenue

Not applicable.

I. Summary of Analysis Performed

There are no recent studies which have been performed on this program.

J. Further Considerations

None.

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM ID: AGS233
PROGRAM STRUCTURE NO. 11030804
PROGRAM TITLE: BUILDING REPAIRS AND ALTERATIONS

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	30.00*	30.00*	30.00*	30.00*	30.0*	30.0*	30.0*	30.0*
PERSONAL SERVICES	1,114,020	1,121,280	1,174,321	1,174,321	1,174	1,174	1,174	1,174
OTHER CURRENT EXPENSES	1,258,120	1,447,059	1,421,449	1,421,449	1,422	1,422	1,422	1,422
EQUIPMENT	5,527							
MOTOR VEHICLE	16,500							
TOTAL OPERATING COST	2,394,167	2,568,339	2,595,770	2,595,770	2,596	2,596	2,596	2,596
BY MEANS OF FINANCING								
GENERAL FUND	2,394,167	2,568,339	2,595,770	2,595,770	2,596	2,596	2,596	2,596
CAPITAL IMPROVEMENT COSTS								
DESIGN	955,000	1,200,000	245,000	245,000				
CONSTRUCTION	5,000,000	6,400,000	1,000,000	1,000,000				
EQUIPMENT			5,000	5,000				
TOTAL CAPITAL EXPENDITURES	5,955,000	7,600,000	1,250,000	1,250,000				
BY MEANS OF FINANCING								
G.O. BONDS	5,955,000	7,600,000	1,250,000	1,250,000				
TOTAL POSITIONS	30.00*	30.00*	30.00*	30.00*	30.00*	30.00*	30.00*	30.00*
TOTAL PROGRAM COST	8,349,167	10,168,339	3,845,770	3,845,770	2,596	2,596	2,596	2,596

Program Plan Narrative

AGS 233 Building Repair and Alterations

11 03 08 04

A. Statement of Program Objectives

To maintain assigned public buildings in a safe condition and at a high level of utility by providing repair and maintenance services and by making minor alterations.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

Not applicable.

C. Description of Activities Performed

The program provides management, technical and workforce support to upkeep and maintain assigned public buildings, public libraries, health and civic centers statewide. Major repair work is completed through informal 3-quotes, or delegated to DAGS-Public Works Division. The program administers projects that involve both general funds as well as CIP R&A funds. With respect to minor and emergency repairs, appropriate trade staff on Oahu is dispatched from a centralized base yard to accomplish work orders that are primarily received via an Internet based request system. Due to limited staffing, much of the aforementioned work is completed by contract on the neighbor islands.

All work is performed to preserve the life of buildings as well as safeguard its occupants and public users. Activities involving emergency repairs are completed immediately to remove unsafe barriers or conditions. In addition, the program also provides staff and technical assistance for legislative sessions as well as State and National functions.

D. Statement of Key Policies Pursued

The program supports Chapter 226-14 of the Hawaii State Plan which relates to the preservation and use of public facilities.

E. Identification of Important Program Relationships

The program is not involved in any significant relationships with other agencies.

F. Description of Major External Trends Affecting the Program

The continuing war on terrorism has increased the cost of building materials and supplies by 10% over the past year.

G. Discussion of Cost, Effectiveness and Program Size Data

Program costs are controlled through the development of standardized work procedures, bulk purchases and competitive bidding practices. Effectiveness is measured through workload statistics, internal inspections and survey of user satisfaction. However, limiting factors for effectiveness are budget reductions which decrease the program's capability to respond and accomplish needed repairs, and the aging infrastructure, which continues to generate greater repair demands.

Program size data will remain constant for the coming biennium, as no new facilities are planned to be added to the existing building inventory.

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

PROGRAM ID: AGS-233

PROGRAM STRUCTURE NO: 11030804

PROGRAM TITLE: BUILDING REPAIRS AND ALTERATIONS

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 % OF PROGRAM PROJECTS COMPLETED WITHIN TIMETABLE	100	100	100	100	100	100	100	100
2 % EMERGENCY REP & ALTERATNS RESPONDED TO IN 48 HRS	100	100	100	100	100	100	100	100
PROGRAM TARGET GROUPS								
1 TOTAL NUMBER OF ASSIGNED STATE BUILDINGS	164	164	164	164	164	164	164	164
PROGRAM ACTIVITIES								
1 TTL NO. OF NORMAL REPAIRS & ALTERATIONS PROJECTS	3300	3300	3300	3300	3300	3300	3300	3300
2 TTL NO. OF EMERGENCY PROJECTS	1000	1000	1000	1000	1000	1000	1000	1000
PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):								
TAXES								
LICENSES, PERMITS AND FEES								
REVENUES FROM THE USE OF MONEY AND PROPERTY								
REVENUE FROM OTHER AGENCIES: FEDERAL								
ALL OTHER								
CHARGES FOR CURRENT SERVICES								
FINES, FORFEITS AND PENALTIES								
NON-REVENUE RECEIPTS								
TOTAL PROGRAM REVENUES								

H. Discussion of Program Revenue

Not applicable.

I. Summary of Analysis Performed

There are no recent studies which have been performed on this program.

J. Further Considerations

None.

PROGRAM ID: AGS240
 PROGRAM STRUCTURE NO. 11030901
 PROGRAM TITLE: STATE PROCUREMENT

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM EXPENDITURES	--IN DOLLARS--				--IN THOUSANDS--			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	21.00*	21.00*	21.00*	21.00*	21.0*	21.0*	21.0*	21.0*
PERSONAL SERVICES	944,526	952,723	1,001,153	1,001,153	1,001	1,001	1,001	1,001
OTHER CURRENT EXPENSES	46,483	98,494	98,494	98,494	99	99	99	99
EQUIPMENT	22,695							
TOTAL OPERATING COST	1,013,704	1,051,217	1,099,647	1,099,647	1,100	1,100	1,100	1,100
BY MEANS OF FINANCING								
GENERAL FUND	21.00*	21.00*	21.00*	21.00*	21.0*	21.0*	21.0*	21.0*
	1,013,704	1,051,217	1,099,647	1,099,647	1,100	1,100	1,100	1,100
TOTAL POSITIONS	21.00*	21.00*	21.00*	21.00*	21.00*	21.00*	21.00*	21.00*
TOTAL PROGRAM COST	1,013,704	1,051,217	1,099,647	1,099,647	1,100	1,100	1,100	1,100

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

PROGRAM ID: AGS-240
 PROGRAM STRUCTURE NO: 11030901
 PROGRAM TITLE: STATE PROCUREMENT

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 TOTAL SERVICE PROCUREMENT DIFFERENTIALS (\$1000)	2730	4100	3000	3000	3000	3000	3000	3000
2 TOTAL GOODS PROCUREMENT DIFFERENTIALS (\$1000)	1086	1100	1100	1100	1100	1100	1100	1100
3 TOTAL PRICE LIST PROCUREMENT DIFFERENTIALS (\$1000)	3451	3400	3400	3400	3400	3400	3400	3400
4 PROPERTY TRANSFERRED BETWEEN AGENCIES (\$1000)	4594	4594	4800	4800	4800	4800	4800	4800
5 PROPERTY ADDED TO THE INVENTORY (\$1000)	7779809	250000	487000	487000	487000	487000	487000	487000
6 THREE YEAR AVERAGE OF INVENTORY REPORTING ERRORS	0	0	0	0	0	0	0	0
7 HLTH HUMAN SVS SOLICITATION LESS RECONSIDERATN (%)	97	96	97	97	97	97	97	97
8 HLTH HUMAN SVS SOLICITATION LESS PROTESTS (%)	95	95	96	96	96	96	96	96
PROGRAM TARGET GROUPS								
1 AGENCIES USING PURCHASING SVS	13	12	12	12	12	12	12	12
2 JURISDICTIONS PARTICIPATING IN COOP PURCHASES	19	19	19	19	19	19	19	19
3 STATEWIDE INVENTORY ACCOUNTS	1048	1048	1048	1048	1048	1048	1048	1048
4 AGENCIES ISSUING HLTH HUMANS SVS SOLICITATIONS	41	45	45	45	45	45	45	45
PROGRAM ACTIVITIES								
1 NUMBER OF AWARDS FOR PRICE LIST	100	100	100	100	100	100	100	100
2 NUMBER OF AWARDS FOR SERVICE PROCUREMENT	127	125	130	130	130	130	130	130
3 NUMBER OF AWARDS FOR GOODS PROCUREMENT	125	205	205	205	205	205	205	205
4 NUMBER OF ITEMS TRANSFERRED BETWEEN AGENCIES	2682	2500	2500	2500	2500	2500	2500	2500
5 NUMBER OF INVENTORY ITEMS AUDITED AND PROCESSED	70846	67465	67465	67465	25000	25000	25000	25000
6 NUMBER OF COMP AND RESTRICT HLTH HMN SOLICITATIONS	140	100	150	180	155	185	185	185
PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):								
TAXES								
LICENSES, PERMITS AND FEES								
REVENUES FROM THE USE OF MONEY AND PROPERTY								
REVENUE FROM OTHER AGENCIES: FEDERAL								
ALL OTHER								
CHARGES FOR CURRENT SERVICES	2	2	2	5	5	5	5	5
FINES, FORFEITS AND PENALTIES								
NON-REVENUE RECEIPTS								
TOTAL PROGRAM REVENUES	2	2	2	5	5	5	5	5
PROGRAM REVENUES BY FUND TO WHICH DEPOSITED (IN THOUSANDS OF DOLLARS):								
GENERAL FUND	2	2	2	5	5	5	5	5
TOTAL PROGRAM REVENUES	2	2	2	5	5	5	5	5

A. Statement of Program Objectives

The objective of this program is to promote economy, efficiency, effectiveness, and impartiality in the procurement of commodities, services and construction for State and County governments through development, implementation and maintenance of policies and procedures that provide for broad-based competition, accessibility to government contracts, fiscal integrity and responsibility in the procurement process; to procure or supervise the procurement of commodities and services to meet the State's need through economical purchases and inventory control.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

No new programs are included in our FB 2005-07 budget request.

C. Description of Activities Performed

The State Procurement Office (SPO) serves as the central procurement office for all governmental bodies of the State by developing and revising laws, rules, policies, and procedures, providing assistance and advice, and developing and maintaining a procurement manual and vendors guide for the procurement of commodities, services, and construction. Purchasing staff activities are directed toward applying the basic principles of standardization of commodities and volume buying on a competitive basis to secure the most favorable prices on commodities and services. Price and vendor lists for common-use groups are published and distributed to all agencies of the Executive Branch, with cooperative participation by the Judiciary, the legislature, the counties, University of Hawaii, and other separate purchasing jurisdictions. In addition, commodities and services are acquired for agencies through various source selection methods (i.e. competitive sealed bidding and competitive sealed proposals). This involves the development of specifications and special provisions, the solicitation of offers, the awarding of contracts that result in the delivery of the required commodities or services, and contract administration.

The Inventory Management staff establishes and enforces standards relating to the accounting of State-owned property. These standards are intended to achieve the uniformity necessary to facilitate the safeguarding of State property against unauthorized use or removal, to provide an essential part of the accounting records of State agencies, to assist administrators with the effective management of State property, to provide a basis of property insurance, and to fix property responsibilities of State officials as prescribed by Part XII, Chapter 103D, HRS. The SPO also directs statewide health and human service procurement activities regarding timeline of activities, planning schedules, gathering community inputs, various methods of procurement and contracting. Centralized activities conducted on behalf of state agencies, ensuring consistency and economy, include procurement, establishment and maintenance of the "List of Qualified Private Providers for Use with the Treatment Method of Procurement"; registration of all applicants responding to requests for proposals (RFPs) and maintenance of the "List of Registered Providers"; and maintenance of a centralized contracts data base and production of reports for use in statewide planning and oversight.

D. Statement of Key Policies Pursued

Key policy thrusts are to capitalize on new technological applications and to train personnel performing procurement functions, including contractors and health and human service providers from the private sector. Electronic procurement provides a vast array of alternative procurement processes that will replace and improve current methods being used. Review of the Hawaii Administrative Rules governing Chapter 103D, HRS, Hawaii Public Procurement Code, and Chapter 103F, HRS, Purchase of Health and Human Services, will also continue to enhance procurement processes.

It is the policy of the program to be in support of the Hawaii State Plan by promoting the achievement of efficient, effective, and responsive government by providing necessary procurement services and promoting transparency of government procurement processes.

E. Identification of Important Program Relationships

The SPO is a member of the National Association of State Government Officials (NASPO) and the National Institute of Government Purchasing (NIGP). Both organizations provide valuable information and assistance on public procurement and open communications to other states and cities with similar processes and rules.

The State of Hawaii is also a member of the Western States Contracting Alliance (WSCA). The alliance consists of fifteen participating states that have formed a purchasing cooperative to create market incentives for a wide range of products to include computers, wireless phones, printers and more.

F. Description of Major External Trends Affecting the Program

The dollar amount for commodities and services procured is related to national inflation rates and to amounts approved for the budgets of State agencies, special projects and the opening of new facilities and programs.

G. Discussion of Costs, Effectiveness and Program Size Data

No changes are planned for current operating costs and program size data. With the expanded use of the purchasing card by State agencies and the introduction of applications using electronic procurement, however, the effectiveness of procurement processes will be appreciably enhanced. Adoption of new effectiveness measures and data will be considered.

H. Discussion of Program Revenue

No program revenues are projected for the biennium.

I. Summary of Analysis Performed

No new in-depth analyses have been performed at this time.

J. Further Considerations

There are no further considerations at this time.

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM ID: AGS244
 PROGRAM STRUCTURE NO. 11030902
 PROGRAM TITLE: SURPLUS PROPERTY MANAGEMENT

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	5.00*	5.00*	5.00*	5.00*	5.0*	5.0*	5.0*	5.0*
PERSONAL SERVICES	229,785	213,997	223,343	223,343	223	223	223	223
OTHER CURRENT EXPENSES	25,244	103,561	103,561	103,561	104	104	104	104
EQUIPMENT	1,821							
MOTOR VEHICLE	743,400	1,400,000	1,400,000	1,400,000	1,400	1,400	1,400	1,400
TOTAL OPERATING COST	1,000,250	1,717,558	1,726,904	1,726,904	1,727	1,727	1,727	1,727
BY MEANS OF FINANCING								
REVOLVING FUND	5.00*	5.00*	5.00*	5.00*	5.0*	5.0*	5.0*	5.0*
	1,000,250	1,717,558	1,726,904	1,726,904	1,727	1,727	1,727	1,727
TOTAL POSITIONS	5.00*	5.00*	5.00*	5.00*	5.00*	5.00*	5.00*	5.00*
TOTAL PROGRAM COST	1,000,250	1,717,558	1,726,904	1,726,904	1,727	1,727	1,727	1,727

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

PROGRAM ID: AGS-244

PROGRAM STRUCTURE NO: 11030902

PROGRAM TITLE: SURPLUS PROPERTY MANAGEMENT

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 SURPLUS PROPERTY TRANSFERRED TO DONEES (\$1000)	5780	5500	5500	5500	5500	5500	5500	5500
2 RATIO SVS FEE OVER PROPERTY TRANSFER VALUE (%)	4.5	4.5	3.6	3.6	3.6	3.6	3.6	3.6
3 ACTUAL DONEES AS % OF ELIGIBLE DONEES	83	83	84	84	84	84	84	84
PROGRAM TARGET GROUPS								
1 NON-PROFIT TAX-EXMPT EDUC & PUBLIC HTH INSTUTNS	410	410	426	426	426	426	426	426
2 PUBLIC AGENCY THAT SERVES OR PROMOTES PUB PURPOSE	24	24	24	24	24	24	24	24
3 8(A) BUSINESS DEV/SMALL DISADVANTAGED BUSINESSES	300	300	330	340	350	350	350	350
PROGRAM ACTIVITIES								
1 FED PERSONAL PROP RECEIVED (LINE ITEMS)	2192	2190	1850	1900	1900	1900	1900	1900
2 FED PERSONAL PROP DONATED (LINE ITEMS)	2989	3000	3100	3200	3200	3200	3200	3200
3 ACQ OF STATE PROP FOR UTIL/SALE (LINE ITEMS)	154	100	180	185	185	185	185	185
4 DIST OF STATE PROP FOR REUTIL (LINE ITEMS)	495	155	155	160	160	160	160	160
5 STATE PROP DISP OF BY PUBLIC SALE (LINE ITEMS)	0	0	0	0	0	0	0	0
PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):								
TAXES								
LICENSES, PERMITS AND FEES								
REVENUES FROM THE USE OF MONEY AND PROPERTY	6	6	6	6	6	6	6	6
REVENUE FROM OTHER AGENCIES: FEDERAL								
ALL OTHER								
CHARGES FOR CURRENT SERVICES								
FINES, FORFEITS AND PENALTIES								
NON-REVENUE RECEIPTS	1,063	1,709	1,709	1,709	1,709	1,709	1,709	1,709
TOTAL PROGRAM REVENUES	1,069	1,715	1,715	1,715	1,715	1,715	1,715	1,715
PROGRAM REVENUES BY FUND TO WHICH DEPOSITED (IN THOUSANDS OF DOLLARS):								
ALL OTHER FUNDS	1,069	1,715	1,715	1,715	1,715	1,715	1,715	1,715
GENERAL FUND								
TOTAL PROGRAM REVENUES	1,069	1,715	1,715	1,715	1,715	1,715	1,715	1,715

Program Plan Narrative

AGS 244 Surplus Property Management

11 03 09 02

A. Statement of Program Objectives

The program coordinates the transfer of State surplus property and Federal surplus property available through the Federal Surplus Property program to eligible "donees" (state/local government that serve or promote a public purpose and non-profit, qualified small minority owned businesses, tax-exempt educational and public health institutions or organizations).

To achieve the greatest economical use of State and Federal property declared surplus and a source of surplus goods being re-utilized by other governmental bodies or eligible private, nonprofit organizations.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

No new programs are being proposed at this time. The program is in compliance with Section 37-68(1)(A)(B).

C. Description of Activities Performed

In accordance with Public Law 94-519, Federal surplus property generated locally is physically inspected and requested through applications filed with the U.S. General Services Administration. Property allocated to the State is selected, transported, checked, and warehoused by agency personnel for distribution to eligible donees.

A self-service system enables local donees to take immediate delivery of property selected. Neighbor island requests are filled, packed, and shipped via barge. Line items per transaction number from one to twenty-five and often times more.

Based on formal or verbal notices of State disposal, desirable items are physically inspected to determine suitability for further utilization or disposal by public sale. All property selected are transported, checked, and warehoused by agency personnel for distribution.

Potential State user agencies are advised of the availability of desirable property. Items selected for re-utilization are transferred to the user agency for a nominal service and handling charge.

D. Statement of Key Policies Pursued

Policies governing program operations are directed toward maximum acquisition and fair and equitable distribution of Federal/State surplus property at the least possible cost to eligible donees. Emphasis is placed on the cost-effective utilization of surplus property by those state and local agencies charged with implementing the overall goals, objectives, and policies set forth in the Hawaii State Plan.

E. Identification of Important Program Relationships

As a liaison agency, working relationships are maintained with Federal and State agencies for the acquisition of property and with public agencies at the state and local level who are eligible recipients of surplus property for use in implementing the priority actions mandated by the Hawaii State Plan, and agencies from the private sector whose efforts contribute to the improvement of educational and public health programs. However, the difference in roles and jurisdiction of the respective agencies in the acquisition, warehousing, and distribution process is distinct and precludes integration of programs.

F. Description of Major External Trends Affecting the Program

A number of factors dominating Federal/State program operation include: the unpredictable generation of surplus property by types, quantity, and condition; new Federal legislation; changing Federal/State disposal regulations and re-utilization policies; specific donee requirements; and seasonal trends in donee participation.

G. Discussion of Costs, Effectiveness and Program Size Data

No appreciable changes are anticipated in regards to the program's costs, effectiveness and size.

H. Discussion of Program Revenue

Revenues accumulated from service and handling charges and the sale of surplus Federal and State property are deposited into the federal property revolving fund.

Due to the nature of the surplus property program, it is difficult to establish a basis for revenue estimates since the income generated is non-fixed revenue subject to fluctuation according to the types, quantities, and condition of available property and expenditures policies of respective donee agencies.

I. Summary of Analysis Performed

The General Services Administration of the Federal Government most recent management audit was conducted in September 2001 on the Surplus Property Management Program. A wide range of operational, fiscal and policy items were covered. Only minor discrepancies were detected. Favorable comments were included in the audit report on the effectiveness of the program.

J. Further Considerations

There are no further considerations at this time.

PROGRAM ID: AGS251
PROGRAM STRUCTURE NO. 110310
PROGRAM TITLE: MOTOR POOL

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	13.50*	12.50*	12.50*	12.50*	12.5*	12.5*	12.5*	12.5*
PERSONAL SERVICES	548,181	497,658	645,852	645,852	646	646	646	646
OTHER CURRENT EXPENSES	647,930	730,716	730,716	730,716	731	731	731	731
EQUIPMENT	3,781	5,000	5,000	5,000	5	5	5	5
MOTOR VEHICLE	954,399	954,400	954,400	954,400	954	954	954	954
TOTAL OPERATING COST	2,154,291	2,187,774	2,335,968	2,335,968	2,336	2,336	2,336	2,336
BY MEANS OF FINANCING								
REVOLVING FUND	13.50*	12.50*	12.50*	12.50*	12.5*	12.5*	12.5*	12.5*
	2,154,291	2,187,774	2,335,968	2,335,968	2,336	2,336	2,336	2,336
TOTAL POSITIONS	13.50*	12.50*	12.50*	12.50*	12.50*	12.50*	12.50*	12.50*
TOTAL PROGRAM COST	2,154,291	2,187,774	2,335,968	2,335,968	2,336	2,336	2,336	2,336

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

PROGRAM ID: AGS-251
 PROGRAM STRUCTURE NO: 110310
 PROGRAM TITLE: MOTOR POOL

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 AVERAGE OPERATING COST PER VEHICLE MILE (CENTS)	86	90	90	90	90	90	90	90
2 TOTAL FLEET MILEAGE PER YEAR (HUNDRED THOUSAND)	22	22	22	22	22	22	22	22
3 PERCENTAGE OF REVENUES OVER EXPENDITURES	108	96	96	96	96	96	96	96
4 ACCIDENTS PER 1,000,000 FLEET MILES	25	21	21	21	21	21	21	21
PROGRAM TARGET GROUPS								
1 STATE AGENCIES UTILIZING MOTOR POOL & NON-MP VEH	21	21	21	21	21	21	21	21
PROGRAM ACTIVITIES								
1 NUMBER OF VEHICLES	330	330	330	330	330	330	330	330
2 MOTOR POOL FLEET RENTAL REVENUES (000)	1800	1980	1980	1980	1980	1980	1980	1980
3 OTHER NON-MOTOR POOL VEHICLE SERVICE REV (000)	185	185	185	185	185	185	185	185
PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):								
TAXES								
LICENSES, PERMITS AND FEES								
REVENUES FROM THE USE OF MONEY AND PROPERTY	48	50	37	37	37	37	37	37
REVENUE FROM OTHER AGENCIES: FEDERAL								
ALL OTHER								
CHARGES FOR CURRENT SERVICES	2,204	1,945	1,944	1,944	1,944	1,944	1,944	1,944
FINES, FORFEITS AND PENALTIES								
NON-REVENUE RECEIPTS	900	1,000						
TOTAL PROGRAM REVENUES	3,152	2,995	1,981	1,981	1,981	1,981	1,981	1,981
PROGRAM REVENUES BY FUND TO WHICH DEPOSITED (IN THOUSANDS OF DOLLARS):								
ALL OTHER FUNDS	3,152	2,995	1,981	1,981	1,981	1,981	1,981	1,981
TOTAL PROGRAM REVENUES	3,152	2,995	1,981	1,981	1,981	1,981	1,981	1,981

Program Plan Narrative

AGS 251 Motor Pool

11 03 10

A. Statement of Program Objectives

The objective of the program is to support State agencies by providing safe motor pool vehicle transportation required to perform their official duties.

B. Description of Requests and Compliance with Section 37-68(1)(A)(B)

Additional funds are required to meet increased fringe benefit requirements which have risen from 32.5% to 40.0% since the previous fiscal biennium.

C. Description of Activities Performed

Activities of the program include the acquisition, operation, repair, maintenance, storage, dispatching, replacement, and disposal of its vehicles as well as maintaining records which include rental, assignments, mileage and billing records. The program also provides vehicular maintenance and repair services for non-motor pool vehicles.

D. Statement of Key Policies Pursued

The primary policies pursued by the program are to provide safe, dependable and economical vehicular transportation for state officials and employees requiring the use of state vehicles to meet their transportation requirements.

E. Identification of Important Program Relationships

The program is not directly involved in any significant relationships with other agencies other than providing vehicle rental and maintenance services.

F. Description of Major External Trends Affecting the Program

Major uncontrollable trends affecting the program are: 1) unpredictable cost of fuel, 2) the cost of acquiring replacement vehicles, and 3) the state agency demand for motor pool vehicles.

G. Discussion of Cost, Effectiveness and Program Size Data

The program plans to continue replacement of vehicles more than 10 years old and/or too costly to repair and maintain by acquiring new and used vehicles.

For the budget and planning period, funding is included for audits, insurance coverage and equipment requirements necessary to maintain present levels of service. Program effectiveness and size reflect current service levels.

H. Discussion of Program Revenue

State agencies are assessed rental fees based on vehicle age, size and miles travelled. In addition, the program generates revenue from sale of gasoline, oil and services from agencies utilizing non-pool vehicles. Interest earned from special fund balances are another source of program revenue.

I. Summary of Analysis Performed

An in-depth analysis of the program has not been performed.

J. Further Considerations

There are no further considerations at this time.

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OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM ID: AGS252
 PROGRAM STRUCTURE NO. 110311
 PROGRAM TITLE: PARKING CONTROL

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	26.50*	26.50*	26.50*	26.50*	26.5*	26.5*	26.5*	26.5*
PERSONAL SERVICES	980,960	959,349	1,140,457	1,140,457	1,140	1,140	1,140	1,140
OTHER CURRENT EXPENSES	1,613,433	2,038,589	2,218,589	2,038,589	2,039	2,039	2,039	2,039
EQUIPMENT	85,333	26,575	26,575	26,575	27	27	27	27
TOTAL OPERATING COST	2,679,726	3,024,513	3,385,621	3,205,621	3,206	3,206	3,206	3,206
BY MEANS OF FINANCING	26.50*	26.50*	26.50*	26.50*	26.5*	26.5*	26.5*	26.5*
REVOLVING FUND	2,679,726	3,024,513	3,385,621	3,205,621	3,206	3,206	3,206	3,206
TOTAL POSITIONS	26.50*	26.50*	26.50*	26.50*	26.50*	26.50*	26.50*	26.50*
TOTAL PROGRAM COST	2,679,726	3,024,513	3,385,621	3,205,621	3,206	3,206	3,206	3,206

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

PROGRAM ID: AGS-252
 PROGRAM STRUCTURE NO: 110311
 PROGRAM TITLE: PARKING CONTROL

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 PERCENTAGE UTILIZATION OF PARKING SPACES	110	105	105	105	105	105	105	105
2 PERCENTAGE OF REVENUES OVER EXPENDITURES	127	121	121	121	121	121	121	121
PROGRAM TARGET GROUPS								
1 STATE OFFICIALS-EMPLOYEE & PUB CONDUCTG BUS W/STATE	8425	8400	8400	8400	8400	8400	8400	8400
PROGRAM ACTIVITIES								
1 NO. OF SPACES FOR EMPLOYEES & PUBLIC	6189	6175	6175	6175	6175	6174	6175	6175
2 NO. OF PARKING CITATIONS ISSUED (MONTHLY AVERAGE)	1000	965	965	965	965	965	965	965
3 EMPLOYEE PARKING & PUBLIC PARKING REVENUES (000)	2790	3000	3000	3000	3000	3000	3000	3000
PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):								
TAXES								
LICENSES, PERMITS AND FEES								
REVENUES FROM THE USE OF MONEY AND PROPERTY	859	785	785	785	785	785	785	785
REVENUE FROM OTHER AGENCIES: FEDERAL								
ALL OTHER								
CHARGES FOR CURRENT SERVICES	2,635	2,635	2,635	2,635	2,635	2,635	2,635	2,635
FINES, FORFEITS AND PENALTIES	172	225	225	225	225	225	225	225
NON-REVENUE RECEIPTS	2,218	1,449						
TOTAL PROGRAM REVENUES	5,884	5,094	3,645	3,645	3,645	3,645	3,645	3,645
PROGRAM REVENUES BY FUND TO WHICH DEPOSITED (IN THOUSANDS OF DOLLARS):								
ALL OTHER FUNDS	5,884	5,094	3,645	3,645	3,645	3,645	3,645	3,645
TOTAL PROGRAM REVENUES	5,884	5,094	3,645	3,645	3,645	3,645	3,645	3,645

A. Statement of Program Objectives

The objectives of the program are to maintain and allocate parking spaces, assess and collect parking fees, and control parking on State lands under the jurisdiction of the Comptroller.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

Additional funds are required to meet increased fringe benefit requirements which have risen from 32.5% to 40.0% since the previous fiscal biennium, anticipated overtime expense, the funding of Position Number 48116 and funds to implement or complete repair and maintenance projects at various parking facilities.

C. Description of Activities Performed

Program activities performed include the assignment, patrolling, and controlling of spaces; enforce rules and regulations, and exercising the management functions of the program.

Other related activities include providing parking accommodations for the Legislature when in session; providing accommodations for special functions; providing metered and attendant spaces for the general public; repairing and maintaining parking facilities, signs and meters; and administrative recordkeeping.

Although responsibility is statewide in scope, activities are confined to those geographical areas specifically designated to be under the jurisdiction of the Comptroller.

D. Statement of Key Policies Pursued

The primary policies pursued by the program are to meet the parking demand of state officials, employees and the general public and to maintain parking facilities in a safe and presentable condition.

E. Identification of Important Program Relationships

This program is not directly involved in any significant relationships with other agencies other than providing supportive services.

F. Description of Major External Trends Affecting the Program

There are no major external trends affecting this program.

G. Discussion of Cost, Effectiveness and Program Size Data

There are no significant discrepancies in previously planned cost, effectiveness and program size levels.

H. Discussion of Program Revenue

Program revenues are received from parking fees assessed primarily from government officials and employees, public meter and attendant-controlled lots, parking citations, and investment pool interest earnings.

I. Summary of Analysis Performed

An in-depth analysis of the program has not been performed.

J. Further Considerations

There are no further considerations at this time.

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM ID: AGS871
 PROGRAM STRUCTURE NO. 11010306
 PROGRAM TITLE: CAMPAIGN SPENDING COMMISSION

PROGRAM EXPENDITURES	-IN DOLLARS-				-IN THOUSANDS-			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	4.00*	4.00*	4.00*	4.00*	4.0*	4.0*	4.0*	4.0*
PERSONAL SERVICES	373,370	353,779	386,375	386,375	386	386	386	386
OTHER CURRENT EXPENSES	31,318	4,056,851	48,163	4,076,851	48	4,077	48	4,077
EQUIPMENT		20,000						
TOTAL OPERATING COST	404,688	4,430,630	434,538	4,463,226	434	4,463	434	4,463
BY MEANS OF FINANCING								
TRUST FUNDS	4.00*	4.00*	4.00*	4.00*	4.0*	4.0*	4.0*	4.0*
	404,688	4,430,630	434,538	4,463,226	434	4,463	434	4,463
TOTAL POSITIONS	4.00*	4.00*	4.00*	4.00*	4.00*	4.00*	4.00*	4.00*
TOTAL PROGRAM COST	404,688	4,430,630	434,538	4,463,226	434	4,463	434	4,463

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

PROGRAM ID: AGS-871
 PROGRAM STRUCTURE NO: 11010306
 PROGRAM TITLE: CAMPAIGN SPENDING COMMISSION

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 REPORTS FILED IN TIMELY & ACCURATE MANNER	100	100	100	100	100	100	100	100
PROGRAM TARGET GROUPS								
1 # CANDIDATES FOR STATE & COUNTY PUBLIC OFFICES	500	500	500	500	500	500	500	500
2 NUMBER OF NON-CANDIDATE COMMITTEES	1000	1000	1000	1000	1000	1000	1000	1000
PROGRAM ACTIVITIES								
1 # ADVISORY OPINIONS & DECLARATORY ORDERS ISSUED	600	600	600	600	600	600	600	600
2 # REQUESTS FOR SPENDING * CONTRIB REPORTS	2000	3000	4000	4000	4000	4000	4000	4000
3 # REPORTS RECEIVED AND REVIEWED	1000	4500	1000	4500	4500	4500	4500	4500
PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):								
TAXES	518	260	260	260	260	260	260	260
LICENSES, PERMITS AND FEES								
REVENUES FROM THE USE OF MONEY AND PROPERTY	120	175	175	175	175	175	175	175
REVENUE FROM OTHER AGENCIES: FEDERAL								
ALL OTHER								
CHARGES FOR CURRENT SERVICES	1	251	201	201	201	201	201	201
FINES, FORFEITS AND PENALTIES	531	100	50	50	50	50	50	50
NON-REVENUE RECEIPTS	11	10	10	10	10	10	10	10
TOTAL PROGRAM REVENUES	1,181	796	696	696	696	696	696	696
PROGRAM REVENUES BY FUND TO WHICH DEPOSITED (IN THOUSANDS OF DOLLARS):								
ALL OTHER FUNDS	1,180	796	696	696	696	696	696	696
TOTAL PROGRAM REVENUES	1,180	796	696	696	696	696	696	696

Program Plan Narrative

AGS 871 Campaign Spending Commission

11 01 03 06

A. Statement of Program Objectives

To insure full disclosure of contributions and expenditures by all candidates, parties and committees; conduct administrative hearings; and administer public funding of the Hawaii Election Campaign trust fund.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

No new programs are being proposed at this time. This program is in compliance with Section 37-68(1)(A)(B).

C. Description of Activities Performed

1. Develop and adopt reporting forms required by this subpart.
2. Adopt and publish manuals for all candidates and committees to provide guidance on the requirements of the law, and methods of recordkeeping.
3. Serve as a repository for all federal, state, and county candidate and committee spending reports.
4. Permit the inspection, copying, or duplicating of any report required by the law.
5. Insure timely reporting of all reports and assess monetary fines.
6. Hold public hearings.
7. Investigate and hold hearings to receive evidence of any violations.
8. Adopt a code of fair campaign practices.
9. Establish rules pursuant to chapter 91.
10. Request initiation of prosecution for violations of subpart.
11. Administer and monitor the distribution of public funds.
12. Suggest and assist candidates, parties, and committees in accounting methods for reporting and recordkeeping.

13. Conduct and maintain all the state requirements for employment and other office functions.
14. Conduct random audits and field investigations.
15. File for injunctive relief and other court related actions necessary in judicial environment.
16. Issue advisory letters and advisory opinions as policy matters.

D. Statement of Key Policies Pursued

The Commission is focused on adherence of the campaign spending law by all parties; dedicated to the proposition of complete disclosure to the public of all candidate and committee spending information; conducts itself in complete openness; and accountable for "safeguarding the integrity of the electoral process".

E. Identification of Important Program Relationships

The office works with the County Clerks offices, state elections office, Federal elections Commission, state department of taxation, department of commerce and consumer affairs, department of accounting and general services, budget and finance (ICSD), attorney generals office, prosecutors office, U.S. Attorneys office, Ethics Commission, Legislature, County councils, media organizations, and the office of the Governor.

F. Description of Major External Trends Affecting the Program

1. The advent of major technological advances in communication, and advances in electronic hardware and software capability calls for new and innovative means of insuring that the disclosure of candidate spending reports is fully available to the public.

2. By many accounts, public sentiment and perceptions of the political and electoral process is at an all time low in this country. There is and "integrity gap" which needs to be closed.
3. The attention of media driven campaigns has resulted in the need for much greater contributions and expenditures. Spending laws must accommodate the changing parameters.

G. Discussion of Cost Effectiveness and Program Size Data

In order to become more efficient and effective, much greater use of computers and development of software is being achieved to insure timely and accurate data to be available to the public. Candidates and committees will input all required spending information at their home or office with the use of customized software, and send the information directly on to the Internet. The public, including the Commission will download the data for storage, review and analysis. This cyberspace system will eliminate considerable paperwork and file cabinets with hard copy, and some staffing time.

The growth in the number of committees and organization participating in elections, particularly from out-of-state, has increased the growth in paperwork. Changes in the law need to be made to eliminate some of the paperwork, such as the required reporting filings by candidates with no contributions or expenditures.

Due to changes in the law, the number of candidates seeking public financing has increased. Funding for temporary help during elections is needed to assist in the auditing and review of supporting data of applications.

Greater efforts are needed to assist candidates and committees with information on the rules, however, due to lack of funds, simple efforts such as publications of brochures and information booklets are nonexistent.

With the court ordered prohibition of confidential complaints and hearing there is a need for a legal staff to properly adjudicate matters that come before

the Commission. Most states and the Federal Elections Commission have a general counsel position or staff to handle legal and adjudication issues.

H. Discussion of Program Revenue

Revenues are generated through return of excess or false name contributions to candidates, penalties for late filers, automatic fines for improper disclaimers on advertisements, administrative fines for violations, and photocopying of reports. Revenues are deposited into the Hawaii Election Campaign Fund.

I. Summary of Analysis Performed

Election spending data will be analyzed after all information has been filed.

J. Further Considerations

HERTS the current software for filers will be updated.

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM ID: AGS879
 PROGRAM STRUCTURE NO. 11010307
 PROGRAM TITLE: OFFICE OF ELECTIONS

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	4.00*	3.00*	3.00*	3.00*	3.0*	3.0*	3.0*	3.0*
PERSONAL SERVICES	632,203	1,718,103	729,852	1,728,736	730	1,729	730	1,729
OTHER CURRENT EXPENSES	1,632,970	804,548	1,749,581	779,491	1,750	779	1,750	779
EQUIPMENT	97,069							
TOTAL OPERATING COST	2,362,242	2,522,651	2,479,433	2,508,227	2,480	2,508	2,480	2,508
BY MEANS OF FINANCING	4.00*	3.00*	3.00*	3.00*	3.0*	3.0*	3.0*	3.0*
GENERAL FUND	2,362,242	2,522,651	2,479,433	2,508,227	2,480	2,508	2,480	2,508
TOTAL POSITIONS	4.00*	3.00*	3.00*	3.00*	3.00*	3.00*	3.00*	3.00*
TOTAL PROGRAM COST	2,362,242	2,522,651	2,479,433	2,508,227	2,480	2,508	2,480	2,508

PROGRAM ID: AGS-879
 PROGRAM STRUCTURE NO: 11010307
 PROGRAM TITLE: OFFICE OF ELECTIONS

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 # ELIG PERSONS REGIS AS % TOTAL ELIG TO VOTE	70	76	76	76	76	76	76	76
2 # REG VOTERS WHO VOTE AS % OF REGISTERED VOTERS	0	60	0	60	0	60	0	60
3 # COMPLAINTS & CHALLENGES TO ELECTION SYSTEM	0	2	0	2	0	2	0	2
4 # COMPLAINTS FILED & RESLVD AS % TOT COMPL RECD	100	100	100	100	100	100	100	100
PROGRAM TARGET GROUPS								
1 # INDIVIDUALS ELIGIBLE TO VOTE (000'S)	848	848	848	848	848	848	848	848
PROGRAM ACTIVITIES								
1 PRVD VTR REGIS SVCS TO QUAL CITIZENS (000'S)	626	626	626	626	626	626	626	626
2 PROVIDE VOTER EDUCATION SERVICES (000'S)	626	626	626	626	626	626	626	626
3 PROVIDE VOTER ORIENTATION TO NTRLZD CITS (000'S)	0	0	1	1	1	1	1	1
PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):								
TAXES								
LICENSES, PERMITS AND FEES								
REVENUES FROM THE USE OF MONEY AND PROPERTY	142	250	200	150	100	50		
REVENUE FROM OTHER AGENCIES: FEDERAL		4,000	4,000					
ALL OTHER								
CHARGES FOR CURRENT SERVICES	12	227	6	224	6	21	21	21
FINES, FORFEITS AND PENALTIES								
NON-REVENUE RECEIPTS								
TOTAL PROGRAM REVENUES	154	4,477	4,206	374	106	71	21	21
PROGRAM REVENUES BY FUND TO WHICH DEPOSITED (IN THOUSANDS OF DOLLARS):								
GENERAL FUND	12	227	6	224	6	21	21	21
SPECIAL FUNDS	142	4,250	4,200	150	100	50		
TOTAL PROGRAM REVENUES	154	4,477	4,206	374	106	71	21	21

Program Plan Narrative

AGS 879 Office of Elections

11 01 03 07

A. Statement of Program Objectives

To maximize voter participation in the electoral process by developing policies and procedures that encourage registration and turnout.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

Not applicable.

C. Description of Activities Performed

1. Direct and coordinate the statewide election systems and assists the counties with county elections:
 - Provide election services statewide.
 - Prepare, procure and control inventory of election ballots for state and concurrently conducted county elections statewide.
 - Provide secure, accessible and convenient voting services to all eligible voters statewide.
 - Process, tabulate and distribute election results statewide.
 - Provide computer support services (hardware and software applications) for elections (state and county).
 - Provide logistical and warehousing support for elections (state and county).
2. Provide voter registration services to qualified citizens.
 - Maximize voter registration statewide.
 - Equalize voter registration between districts statewide.

3. Responsible for public education with respect to voter registration and information.
4. Maintain data relating to registered voters, elections, apportionment and districting.
5. Provide necessary technical services and support to the Reapportionment Commission

D. Statement of Key Policies Pursued

The Office of Elections strives for integrity and efficiency in the administration of elections and seeks to maximize voter participation in the electoral process

E. Identification of Important Program Relationships

This Office works closely with the Offices of the County Clerk and various state agencies to coordinate election-related activities and serves as principal liaison with federal agencies and other jurisdictions on election-related matters, including the provision of the Federal Voting Rights Act.

F. Description of Major External Trends Affecting the Program

A major trend affecting this Office is changes to federal laws. These changes have been made to strengthen the integrity of elections, increase participation in the electoral process, improve the administration of elections, and facilitate enfranchisement of voters. Some examples are the Help America Vote Act (HAVA), Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA), National Voter Registration Act (NVRA), Voting Rights Act, and American with Disabilities Act.

G. Discussion of Cost, Effectiveness, and Program Size Data

No significant changes.

H. Discussion of Program Revenue

Program revenues are generated from candidate filing fees, sale of election maps, and reimbursement from counties for election expenses. All revenues are deposited directly to the general fund.

Additionally, revenues will be received under the Help America Vote Act (HAVA) of 2002. Revenues are deposited into a special fund. Expenditure of funds is specifically noted in the HAVA.

I. Summary of Analysis Performed

Not applicable.

J. Further Considerations

Not applicable.

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM ID: AGS891
 PROGRAM STRUCTURE NO. 110303
 PROGRAM TITLE: WIRELESS ENHANCED 911 BOARD

PROGRAM EXPENDITURES	IN DOLLARS				IN THOUSANDS			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
CAPITAL IMPROVEMENT COSTS								
OTHER CURRENT EXPENSES			7,000,000	7,000,000	7,000	7,000	7,000	7,000
TOTAL OPERATING COST			7,000,000	7,000,000	7,000	7,000	7,000	7,000
BY MEANS OF FINANCING								
SPECIAL FUND			7,000,000	7,000,000	7,000	7,000	7,000	7,000
TOTAL POSITIONS	*	*	*	*	*	*	*	*
TOTAL PROGRAM COST			7,000,000	7,000,000	7,000	7,000	7,000	7,000

A. Statement of Program Objectives

Will administer the collection of assessments from the wireless phone users and distribution of the funds to the public safety answering points (PSAPs) and wireless carriers to upgrade the 911 system to be able to identify and locate wireless 911 callers.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

The program which currently has no appropriation is requesting a \$7 million appropriation for both FY 06 and FY 07. This will allow the program to expend from the Wireless Enhanced 911 Fund, an outside of state treasury special fund, to meet the intent of Act 159/SLH 2004. The program is in compliance with Section 37-68(1)(A)(B).

C. Description of Activities Performed

1. Collect monthly assessments from wireless carriers.
2. Disburse qualifying reimbursements to PSAPs and wireless carriers for 911 enhancements.
3. Engage contractor to handle operations (collection and disbursement of funds) for the Board.

D. Statement of Key Policies Pursued

To be developed by the Wireless Enhanced 911 Board, see item J.

E. Identification of Important Program Relationships

To be determined by the Wireless Enhanced 911 Board, see item J.

E. Identification of Important Program Relationships

To be determined by the Wireless Enhanced 911 Board, see item J.

F. Description of Major External Trends Affecting the Program

To be determined by the Wireless Enhanced 911 Board, see item J.

G. Discussion of Cost, Effectiveness, and Program Size Data

To be determined by the Wireless Enhanced 911 Board, see item J.

H. Discussion of Program Revenue

Program revenues are generated from assessments on wireless phone users and interest income earned on the fund balance. Assessments are mandated by law.

I. Summary of Analysis Performed

None

J. Further Considerations

The Wireless Enhanced 911 Board convened for the first time on November 10, 2004, and as a result, there are no further considerations at this time.

OPERATING AND CAPITAL EXPENDITURES

REPORT P61-A

PROGRAM ID: AGS901

PROGRAM STRUCTURE NO. 110313

PROGRAM TITLE: GENERAL ADMINISTRATIVE SERVICES

PROGRAM EXPENDITURES	--IN DOLLARS--				--IN THOUSANDS--			
	FY2003-04	FY2004-05	FY2005-06	FY2006-07	FY2007-08	FY2008-09	FY2009-10	FY2010-11
OPERATING COST	45.00*	45.00*	45.00*	45.00*	45.0*	45.0*	45.0*	45.0*
PERSONAL SERVICES	2,044,059	2,517,176	2,355,885	2,355,885	2,356	2,356	2,356	2,356
OTHER CURRENT EXPENSES	66,707	76,912	70,263	70,263	70	70	70	70
EQUIPMENT	12,562	10,428	10,428	10,428	10	10	10	10
TOTAL OPERATING COST	2,123,328	2,604,516	2,436,576	2,436,576	2,436	2,436	2,436	2,436
=====								
BY MEANS OF FINANCING	44.00*	44.00*	44.00*	44.00*	44.0*	44.0*	44.0*	44.0*
GENERAL FUND	2,072,185	2,549,314	2,380,360	2,380,360	2,380	2,380	2,380	2,380
INTERDEPT. TRANSFER	51,143	55,202	56,216	56,216	56	56	56	56
TOTAL POSITIONS	45.00*	45.00*	45.00*	45.00*	45.00*	45.00*	45.00*	45.00*
TOTAL PROGRAM COST	2,123,328	2,604,516	2,436,576	2,436,576	2,436	2,436	2,436	2,436
=====								

PROGRAM ID: AGS-901

PROGRAM STRUCTURE NO: 110313

PROGRAM TITLE: GENERAL ADMINISTRATIVE SERVICES

PERFORMANCE MEASURES AND PROGRAM REVENUES

REPORT P62

	FY03-04	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09	FY09-10	FY10-11
MEASURES OF EFFECTIVENESS								
1 #INTEREST PMTS AS % TOTAL # SUM WRNT VOUCHER PMTS	0.096	0.18	0.1	0.1	0.1	0.1	0.1	0.1
2 %INTERNAL VAC RECRUITMTS PROC W/IN 45 DAYS	80	85	90	95	95	95	95	95
3 % OF DATA PROCESSING REQUESTS COMPLETED	96	89	96	96	96	96	96	96

PROGRAM TARGET GROUPS

1 DEPART ADMINISTRATION-NUMBER	1	1	1	1	1	1	1	1
2 DIVISION-NUMBER	8	8	8	8	8	8	8	8
3 ADMINISTRATIVE ONLY (ATTACHED AGENCIES) -NUMBER	5	5	5	5	5	5	5	5
4 EMPLOYEES (PERM/TEMP) - NUMBER	959/68	965/60	700/40	700/40	700/40	700/40	700/40	700/40
5 SUMMARY WARRANT VOUCHERS PROCESSED - NUMBER	6606	6000	6000	6000	6000	6000	6000	6000

PROGRAM ACTIVITIES

1 RENDERS ADMINISTRATIVE SERVICES-PER CENT	100	100	100	100	100	100	100	100
2 PROVIDES TECH AND CLER SUPPORT SERV-POSITIONS	39	39	39	39	39	39	39	39
3 # EMPLOYEES (FTE) PROCESSING PAYMENTS	8	8	8	8	8	8	8	8
4 # INTERNAL VAC RECRUIT ANNOUCEMENTS PROCESSED	134	140	100	100	100	100	100	100
5 # DATA PROCESSING REQUESTS PROCESSED	431	480	300	300	300	300	300	300

PROGRAM REVENUES BY TYPE (IN THOUSANDS OF DOLLARS):

TAXES								
LICENSES, PERMITS AND FEES								
REVENUES FROM THE USE OF MONEY AND PROPERTY								
REVENUE FROM OTHER AGENCIES: FEDERAL								
ALL OTHER								
CHARGES FOR CURRENT SERVICES	595	116	116	116	116	116	116	116
FINES, FORFEITS AND PENALTIES								
NON-REVENUE RECEIPTS								
TOTAL PROGRAM REVENUES	595	116	116	116	116	116	116	116

PROGRAM REVENUES BY FUND TO WHICH DEPOSITED (IN THOUSANDS OF DOLLARS):

ALL OTHER FUNDS	92	76	76	76	76	76	76	76
GENERAL FUND	503	40	40	40	40	40	40	40
TOTAL PROGRAM REVENUES	595	116	116	116	116	116	116	116

Program Plan Narrative

AGS 901: General Administrative Services

11 03 13

A. Statement of Program Objectives

To enhance program effectiveness and efficiency by formulating policies, allocating resources and administering operations and personnel.

B. Description of Request and Compliance with Section 37-68(1)(A)(B)

No new programs are being proposed at this time. The program is in compliance with Section 37-68(1)(A)(B).

C. Description of Activities Performed

This program provides executive direction, internal management and administrative services, budgetary and financial administration and services, personnel and procedural services designed to guide and assist departmental programs in accomplishing their respective objectives.

There are four distinct administrative functions in the program. A brief description of major activities by organizational units is as follows:

Office of the Comptroller - This office renders decisions on matters which require policy determination, executive direction, etc. It plans, coordinates and directs departmental programs providing statewide services.

Administrative Services Office - This office provides centralized administrative management and fiscal services and exercises administrative control over appropriated funds, conducts studies and develops management improvement programs and prepares reports for management.

Personnel Office - This office administers, develops and coordinates departmental human resource management activities. It functions as the liaison unit with the State's central personnel agency, employee organizations and other agencies affecting employment. It manages the recruitment, selection and placement, classification, labor relations, worker's compensation, employee relations, safety, EEO, and training programs; maintains records of personnel and position transactions; and prepares reports for management and other agencies.

Systems and Procedures Office - This office coordinates all electronic data processing activities for the department, and functionally administers computer application systems and local area networks under the jurisdiction of the State Comptroller. It provides systems and computer programming support for the development, enhancement and maintenance of operational systems requiring computerization; and manages, operates, and maintains the mini-computers, web, file and e-mail servers for the department.

District Office - District Offices are located on Hawaii, Maui and Kauai as administrative arms of the Office of the Comptroller. These offices provide coordinated direction and staff services in the respective counties and implement delegated staff and program functions affecting the district and private agencies.

D. Statement of Key Policies Pursued

It is the policy of this program to exercise coordinative review and evaluation functions to guide departmental programs. The program maintains flexibility to accommodate shifts in State priorities and changes in program emphasis of agencies served.

E. Identification of Important Program Relationships

There are no important program relationships identified. However, departmental programs have some cooperative working relationships maintained with agencies in the private sector as well as with agencies from the Federal and County jurisdiction.

F. Description of Major External Trends Affecting the Program

There are no major external trends affecting the program.

G. Discussion of Cost, Effectiveness, and Program Size Data

Due to a "No Growth" policy, the program's biennium budget is based on funding allocation provided for in Fiscal Year 2004-2005.

There were no significant differences between planned effectiveness and program size.

H. Discussion of Program Revenue

This program does not generate any revenue.

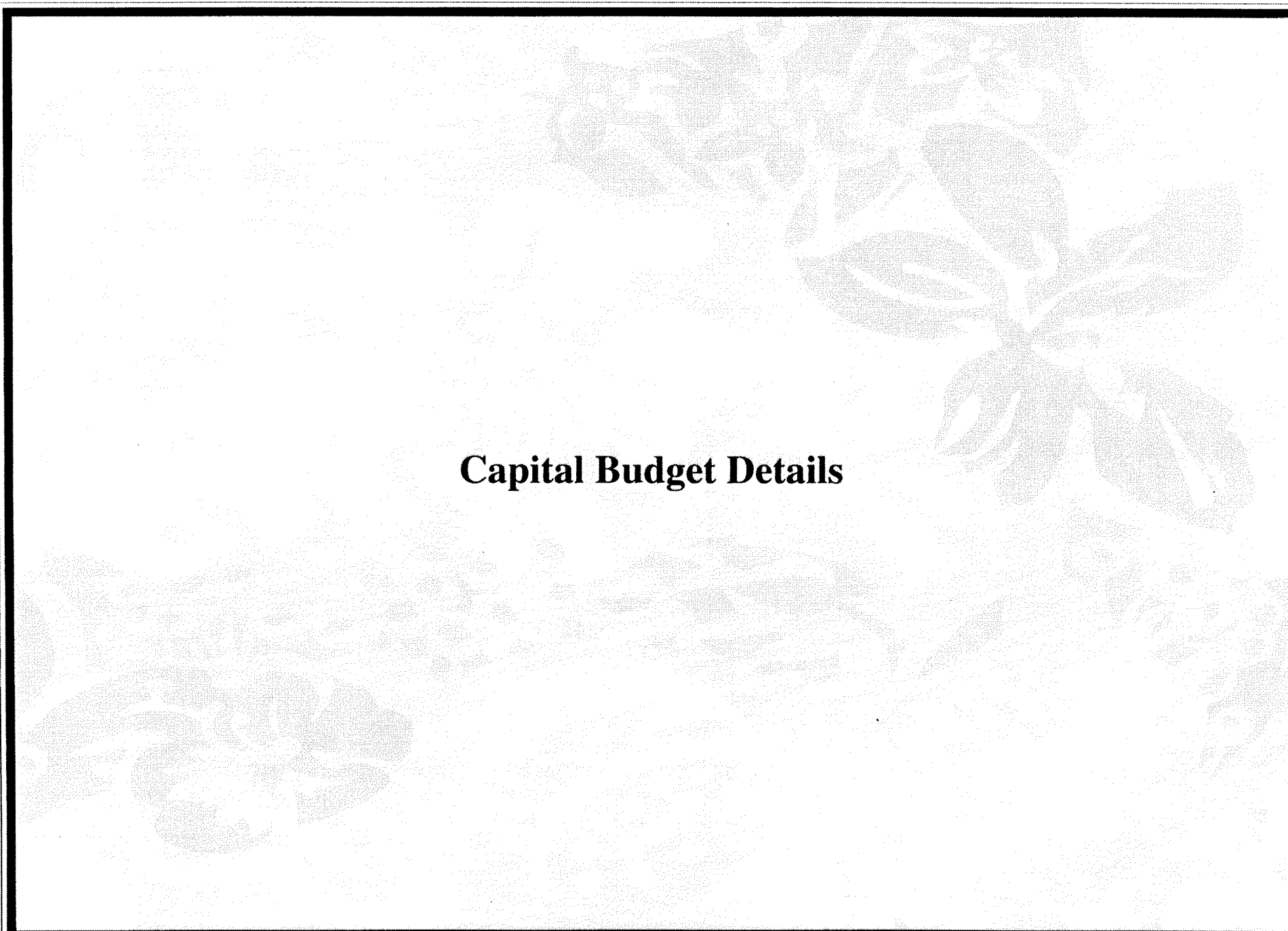
I. Summary of Analysis Performed

In-depth program analysis has not been performed.

J. Further Considerations

Guidance and support are provided for departmental operations through internal policies, administrative decisions and services.

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Capital Budget Details

STATE OF HAWAII
PROGRAM ID

PROGRAM STRUCTURE NO.

PROGRAM TITLE

AGS-131

110302

INFORMATION PROCESSING SERVICES

REQUIRED CAPITAL APPROPRIATIONS - BY CAPITAL PROJECT
IN THOUSANDS OF DOLLARS

REPORT 878
PAGE 10

PROJECT NUMBER	PRIORITY NUMBER	LOC	SCOPE	PROJECT TITLE		BUDGET PERIOD							SUCCEED YEARS
			COST ELEMENT/MOF	PROJECT TOTAL	PRIOR YRS	FY 03-04	FY 04-05	FY 05-06	FY 06-07	FY 07 08	FY 08-09	FY 09-10	FY 10-11
ICSD09		NEW	COMMUNICATIONS INFRASTRUCTURE ESSENTIALS, STATEWIDE										
			PLANS	100				100					
			LAND	125				125					
			DESIGN	275				225	50				
			CONSTRUCTION	1,400				800	600				
			EQUIPMENT	950				600	350				
			TOTAL	2,850				1,850	1,000				
		G.O. BONDS		2,850				1,850	1,000				
PROGRAM TOTALS													
			PLANS	622	522			100					
			LAND	201	76			125					
			DESIGN	1,953	1,678			225	50				
			CONSTRUCTION	13,651	12,251			800	600				
			EQUIPMENT	5,924	4,974			600	350				
			TOTAL	22,351	19,501			1,850	1,000				
		G.O. BONDS		22,351	19,501			1,850	1,000				

STATE OF HAWAII
PROGRAM ID

PROGRAM STRUCTURE NO.

PROGRAM TITLE

AGS-221

11030801

CONSTRUCTION

REQUIRED CAPITAL APPROPRIATIONS - BY CAPITAL PROJECT
IN THOUSANDS OF DOLLARS

REPORT B78
PAGE 12

PROJECT NUMBER	PRIORITY NUMBER	LOC	SCOPE	PROJECT TITLE	PROJECT TOTAL	PRIOR YRS	FY 03-04	FY 04-05	BUDGET PERIOD FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 09-10	FY 10-11	SUCCEED YEARS
E109	0001		OTHER	CAPITAL IMPROVEMENTS PROGRAM STAFF COSTS, STATEWIDE											
			PLANS		69,474	37,490	7,496	7,496	8,496	8,496					
			LAND		10	6	1	1	1	1					
			DESIGN		10	6	1	1	1	1					
			CONSTRUCTION		10	6	1	1	1	1					
			EQUIPMENT		10	6	1	1	1	1					
			TOTAL		69,514	37,514	7,500	7,500	8,500	8,500					
			G.O. BONDS		69,514	37,514	7,500	7,500	8,500	8,500					
L102	0000		RENOVATION	KAMAMALU BUILDING, ASBESTOS REMOVAL AND BUILDING RENOVATION, OAHU											
			DESIGN		1,400	1,400									
			CONSTRUCTION		12,600				12,600						
			TOTAL		14,000	1,400			12,600						
			G.O. BONDS		14,000	1,400			12,600						
M106	0000		RENOVATION	WASHINGTON PLACE AND QUEEN'S GALLERY RENOVATION, OAHU											
			PLANS		50				50						
			DESIGN		350				350						
			CONSTRUCTION		2,960					2,960					
			EQUIPMENT		40					40					
			TOTAL		3,400				400	3,000					
			G.O. BONDS		3,400				400	3,000					
N101	0000		NEW	KAILUA HIGH SCHOOL, ACCESS ROAD, OAHU											
			PLANS		100			100							
			LAND		100			100							
			DESIGN		600			600							
			CONSTRUCTION		5,000				5,000						
			TOTAL		5,800			800	5,000						
			G.O. BONDS		5,800			800	5,000						

STATE OF HAWAII
PROGRAM ID

PROGRAM STRUCTURE NO. 11030801

PROGRAM TITLE

AGS-221

11030801

CONSTRUCTION

REQUIRED CAPITAL APPROPRIATIONS - BY CAPITAL PROJECT
IN THOUSANDS OF DOLLARS

REPORT B78
PAGE 13

PROJECT NUMBER	PRIORITY NUMBER	LOC	SCOPE	PROJECT TITLE	PROJECT TOTAL	PRIOR YRS	FY 03-04	FY 04-05	BUDGET PERIOD FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 09-10	FY 10-11	SUCCEED YEARS
B101M	0011		OTHER	HEALTH AND SAFETY REQUIREMENTS, STATEWIDE											
			DESIGN		914	824	45	45							
			CONSTRUCTION		5,839	5,439	200	200							
			EQUIPMENT		40	30	5	5							
			TOTAL		6,793	6,293	250	250							
			G.O. BONDS		6,793	6,293	250	250							
DEF07			RENOVATION	RETROFIT PUBLIC BUILDINGS WITH HURRICANE											
			PROTECTIVE MEASURES, STATEWIDE												
			PLANS		3			1	1	1					
			LAND		2				1	1					
			DESIGN		401			399	1	1					
			CONSTRUCTION		3,700			1,600	1,050	1,050					
			EQUIPMENT		1,894				947	947					
			TOTAL		6,000			2,000	2,000	2,000					
			G.O. BONDS		4,000				2,000	2,000					
			OTHER FED. FUN		2,000			2,000							
			PROGRAM TOTALS												
			PLANS		76,725	44,588	7,496	7,597	8,547	8,497					
			LAND		20,045	19,939	1	101	2	2					
			DESIGN		23,562	22,117	46	1,045	352	2					
			CONSTRUCTION		133,950	109,286	201	1,801	18,651	4,011					
			EQUIPMENT		7,399	5,451	6	6	948	988					
			TOTAL		261,681	201,381	7,750	10,550	28,500	13,500					
			GENERAL FUND		28,435	28,435									
			G.O. BONDS		227,246	168,946	7,750	8,550	28,500	13,500					
			REVOLVING FUND		4,000	4,000									
			OTHER FED. FUN		2,000			2,000							

STATE OF HAWAII
PROGRAM ID
PROGRAM STRUCTURE NO.
PROGRAM TITLE

AGS-233
11030804
BUILDING REPAIRS AND ALTERATIONS

REQUIRED CAPITAL APPROPRIATIONS - BY CAPITAL PROJECT
IN THOUSANDS OF DOLLARS

REPORT B78
PAGE 14

PROJECT NUMBER	PRIORITY NUMBER	LOC	SCOPE	PROJECT TITLE				BUDGET PERIOD							SUCCEED YEARS
				COST	ELEMENT/MOF	PROJECT TOTAL	PRIOR YRS	FY 03-04	FY 04-05	FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 09-10	
CSD01	0009		OTHER	LUMP SUM CIP -	PUBLIC BUILDING IMPROVEMENTS, STATEWIDE										
			DESIGN	3,539	2,649	200	200	245	245						
			CONSTRUCTION	23,223	19,623	800	800	1,000	1,000						
			EQUIPMENT	10				5	5						
			TOTAL	26,772	22,272	1,000	1,000	1,250	1,250						
			G.O. BONDS	26,772	22,272	1,000	1,000	1,250	1,250						
		PROGRAM TOTALS													
			DESIGN	3,899	3,009	200	200	245	245						
			CONSTRUCTION	23,223	19,623	800	800	1,000	1,000						
			EQUIPMENT	10				5	5						
	TOTAL	27,132	22,632	1,000	1,000	1,250	1,250								
	G.O. BONDS	27,132	22,632	1,000	1,000	1,250	1,250								

STATE OF HAWAII
PROGRAM ID

AGS-889

REQUIRED CAPITAL APPROPRIATIONS - BY CAPITAL PROJECT
IN THOUSANDS OF DOLLARS

REPORT B78
PAGE 18

PROGRAM STRUCTURE NO. 080205

PROGRAM TITLE SPECTATOR EVENTS & SHOWS - ALOHA STADIUM

PROJECT NUMBER	PRIORITY NUMBER	LOC	SCOPE	PROJECT TITLE		BUDGET PERIOD										SUCCEED YEARS
				COST ELEMENT/MOF	PROJECT TOTAL	PRIOR YRS	FY 03-04	FY 04-05	FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 09-10	FY 10-11		
SA0006			NEW	ALOHA STADIUM, FIELD TURF REPLACEMENT, OAHU												
			PLANS	1			1									
			DESIGN	1			1									
			CONSTRUCTION	297			297									
			EQUIPMENT	1			1									
			TOTAL	300			300									
			G.O. BONDS	300			300									
SA2004			REPLACEMENT	ALOHA STADIUM, REPLACE TELEPHONE SYSTEM, OAHU												
			DESIGN	50				50								
			CONSTRUCTION	200				200								
			TOTAL	250				250								
			G.O. BONDS	250				250								
SA2005	0001		REPLACEMENT	ALOHA STADIUM, REPAIR AND IMPROVE												
			DESIGN	75					50	25						
			CONSTRUCTION	425					375	50						
			TOTAL	500					425	75						
			SPECIAL FUND	500					425	75						
			PROGRAM TOTALS													
			PLANS	301			1	300								
			DESIGN	1,750	1,599		1	75	50	25						
			CONSTRUCTION	40,445	39,023		297	700	375	50						
			EQUIPMENT	651			651									
			TOTAL	43,147	40,622		950	1,075	425	75						
			SPECIAL FUND	15,772	14,622		650		425	75						
			G.O. BONDS	27,375	26,000		300	1,075								

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